Government of Saskatchewan

Annual Report 1999-2000

Saskatchewan Justice

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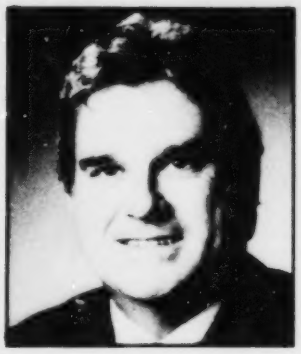
Letters of Transmittal

October 27, 2000



Her Honour
The Honourable Dr. Lynda M. Haverstock
Lieutenant Governor of the Province of Saskatchewan

May It Please Your Honour:

I have the pleasure to transmit to your Honour the Annual Report of Saskatchewan Justice for the year ending March 31, 2000.

Respectfully submitted,

The Honourable Chris Axworthy, Q.C.
Minister of Justice and Attorney General
Province of Saskatchewan

October 27, 2000

The Honourable Chris Axworthy, Q.C.
Minister of Justice and Attorney General
Province of Saskatchewan

Dear Mr. Axworthy:

I have the honour of submitting for your consideration the Annual Report of Saskatchewan Justice for the year ending March 31, 2000.

During 1999-2000, we continued to pursue our primary goal of promoting safe communities through policing initiatives, effective prosecutions, an efficient court system and a corrections program dedicated to providing constructive responses to offending.

We also took active steps to strengthen the Legal Aid system in order to reduce delays in the court system and improve access to justice. In addition, our community justice program was active in promoting community-based diversion in appropriate cases.

With respect to regulatory and registry services, this year saw the transfer of land registration to the new Saskatchewan Land Information Services Corporation, a development that will very soon lead to electronically-delivered property registration services. This technological and organizational innovation underscores the Department's commitment to establishing widespread e-government services.

Another focus of the Department's activity is to work with Aboriginal partners across a broad range of justice services to develop a justice system that is responsive to the distinct needs of Aboriginal communities and that will form the basis for a system of sound order that is trusted and understood.

Finally, our goal of an effective justice system, guaranteeing the rule of law for all Saskatchewan people, depends on the continued dedication and commitment of all Justice staff, as well as members of other justice organizations that are our partners in Saskatchewan's justice system.

Respectfully submitted,

John D. Whyte, Q.C.
Deputy Minister and Deputy Attorney General
Government of Saskatchewan

Department Rationale and Governing Legislation

Saskatchewan Justice's Vision

Our vision is a fair, equitable and safe society supported by a justice system that is trusted and understood. Our system is respectful of and responsive to: diversity; individual and collective rights; and, changing public expectations and community needs, including the needs of Aboriginal people.

Mission

Saskatchewan Justice works to effectively and appropriately balance the rights and responsibilities of individuals while ensuring their adequate public protection and safety, both through direct program delivery and by providing legal services to the Government of Saskatchewan.

Guiding Principles

The Department's employees are governed by dedication to the following principles: fairness; accessibility; ethical behaviour; the rule of law; respect for individual and collective rights; and, respect for independence among the components of the justice system.

Core Values

- A belief in excellent service provided by knowledgeable, courteous and professional employees.
- A commitment to a high quality of work life for all employees.
- A commitment to being accountable to the people of Saskatchewan.
- A belief in working together as a team and through consultation and partnership with others.
- A respect and value for diversity and equality among clients and employees by recognizing, encouraging and understanding the individuality of each person.

Saskatchewan Justice was established in May 1983 pursuant to *The Department of Justice Act*. It is now one of the largest and most diverse departments in the provincial government in terms of staff, budget and range of responsibilities.

Role of the Attorney General

The core functions of Saskatchewan Justice relate to the role of the Attorney General in relation to the rule of law and the justice system.

The Minister of Justice is **ex-officio** the Attorney General and has the responsibilities traditionally associated with that office. *The Department of Justice Act* describes a broad statutory mandate for the Minister, including responsibilities to:

- be the legal member of the Executive Council;
- superintend the administration of justice in the province;
- see that public affairs are administered in accordance with the law;
- serve as the official legal advisor to the Lieutenant Governor; and,
- provide legal advice to the government and conduct all litigation for and against the Crown.

Administration and Delivery of Justice

The Minister also has responsibility to superintend the administration of justice in relation to matters within the jurisdiction of the Legislature of the Government of Saskatchewan. These matters include:

- the prosecution of offences under the *Criminal Code*, *Young Offenders Act* and provincial statutes; and,
- the provision of civil legal services to the government.

Although a relatively small part of the staff and resources of the Department are devoted to providing these criminal and civil legal services, the proper discharge of these functions is fundamental to Canada's constitutional framework.

Accordingly, there are long established traditions relating to the independence of the Department and officials.

The Minister's responsibility for superintendence of the administration of justice also includes delivery and administration of most parts of the criminal and civil justice system, including:

- the provincial role in relation to policing in the province, including the provision of provincial policing services delivered by the Royal Canadian Mounted Police under a contract between the Province and the Government of Canada;

- the operation of the adult provincial corrections system, including both institutional and community programs for men and women;

- the operation of the Provincial Court, Queen's Bench and Court of Appeal, excepting only the appointment of superior court judges; and,

- recognizing and responding to the needs of victims of crime as set out in *The Victims of Crime Act* through the co-ordination and provision of services in the justice system and the community.

Protection of Basic Legal Rights and Relationships

The Minister of Justice is also responsible for certain functions relating to the definition and protection of basic legal rights and relationships normally associated with Attorneys General.

These include:

- the protection and management, through the office of the Public Trustee, of the estates of dependent adults and minors;

- operation of the provincial coroners system; and,

- registration and/or licensing of all corporations and non-profit entities who conduct business in the province.

Other Justice Functions

The Minister of Justice is also responsible for a number of other functions less directly associated with the traditional mandate of Canadian Attorneys General. Many of these functions have been transferred to Saskatchewan Justice due to the perceived need to ensure an independent and even-handed approach to dispute resolution and administration.

The Minister of Justice is responsible for:

- regulatory functions associated with consumer and marketplace relations, provided through the Consumer Protection Branch; and

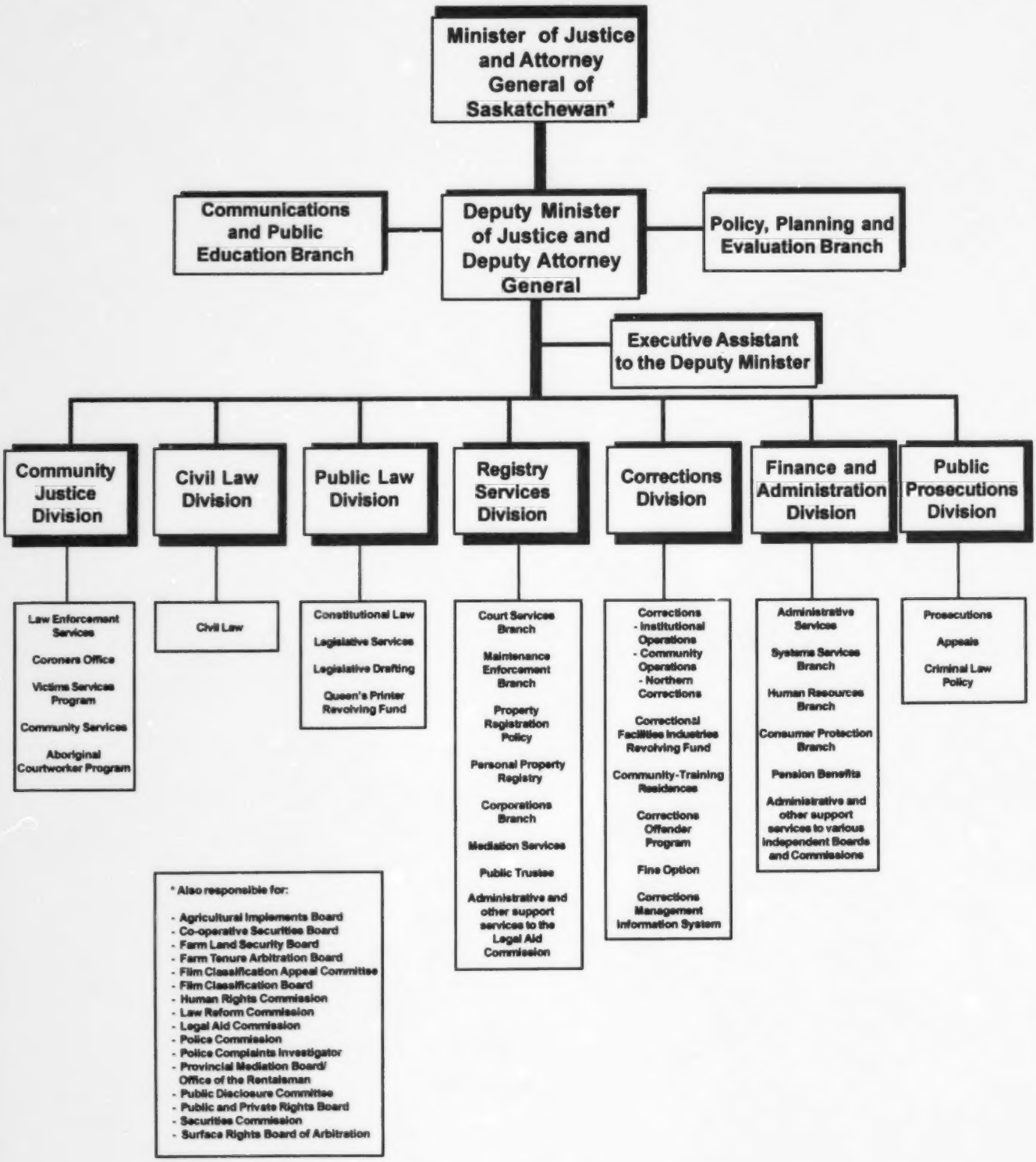
- developing the use of alternative mechanisms to resolve disputes outside the courts through legislative initiatives, and by providing education and information about alternative mechanisms. Mediation is available on a fee-for-service basis.

A number of boards and commissions report to the Minister of Justice and receive varying levels of administrative and policy support from Saskatchewan Justice:

- Agricultural Implements Board;
- Co-operative Securities Board;
- Farm Land Security Board;
- Farm Tenure Arbitration Board;
- Film Classification Appeal Committee;
- Film Classification Board;
- Human Rights Commission;
- Law Reform Commission;
- Law Foundation of Saskatchewan;
- Office of the Rentalsman;
- Provincial Mediation Board;
- Public and Private Rights Board;
- Public Disclosure Committee;
- Saskatchewan Legal Aid Commission;
- Saskatchewan Police Commission;
- Saskatchewan Police Complaints Investigator;
- Saskatchewan Securities Commission; and,
- Surface Rights Arbitration Board.

Saskatchewan Justice is also the central government agency responsible for the overall administration of *The Freedom of Information and Protection of Privacy Act.* This Act establishes a right of access to records held by the provincial government and sets out rules for how the government handles personal information. There is a separate annual report for activity under this Act.

Saskatchewan Justice as of March 31, 2000



Overview of Expenses of Saskatchewan Justice 1999-2000
($ amounts in 000's, employee counts in Full Time Equivalents (FTEs))

SUBVOTE	ACTUAL 1999/00	ACTUAL FTEs	ESTIMATE 1999/00	ESTIMATED FTEs	VARIANCE (Actuals to Expense) $	FTEs
JU01 ADMINISTRATION		73.0		76.5		(3.5)
Salaries	3,474		3,352		122	
Supplier and Other Payments	2,574		2,248		326	
Transfers	6		0		6	
SUB TOTAL	6,054		5,600		454	
VARIANCE EXPLANATION: INFORMATION TECHNOLOGY SERVICES REQUIRED TO ADDRESS Y2K ISSUES						
JU02 ACCOMMODATION AND CENTRAL SERVICES						
Supplier and Other Payments	15,110	0.0	17,089	0.0	(1,979)	0.0
SUB TOTAL	15,110		17,089		(1,979)	
VARIANCE EXPLANATION: CONSTRUCTION OF NEW PROVINCIAL COURT FACILITY FOR PRINCE ALBERT DELAYED						
JU03 COURT SERVICES						
Salaries	19,394	355.0	18,554	343.6	840	11.4
Supplier and Other Payments	8,783		5,584		3,199	
Transfers	37		0		37	
SUB TOTAL	28,214		24,138		4,076	
VARIANCE EXPLANATION: INCREASED BAD DEBT ALLOWANCE FOR FINES, SALARY SHORTFALL AND COURT APPOINTED COUNSEL						
JU04 LEGAL SERVICES						(0.6)
Salaries	11,723	210.7	11,591	211.3	132	
Supplier and Other Payments	2,908		2,997		(89)	
Transfers	231		0		231	
SUB TOTAL	14,862		14,588		274	
VARIANCE EXPLANATION: SALARY SHORTFALL AND WITNESS COSTS						
JU05 COMMUNITY JUSTICE						
Salaries	1,057	18.2	1,065	18.3	(8)	(0.1)
Supplier and Other Payments	2,055		3,246		(1,191)	
Transfers	72,665		71,312		1,353	
SUB TOTAL	75,777		75,623		154	
VARIANCE EXPLANATION: SGD DIGITAL MAPPING SERVICES						
JU06 ADULT CORRECTIONS						
Salaries	42,623	945.4	39,813	873.6	2,810	71.8
Supplier and Other Payments	10,664		11,251		(587)	
Transfers	555		0		555	
SUB TOTAL	53,842		51,064		2,778	
VARIANCE EXPLANATION: REMAND LEVELS HIGHER THAN ESTIMATED AND SALARY/RECLASSIFICATION COSTS						
JU07 REGISTRY AND REGULATORY SERVICES						
Salaries	10,523	267.4	8,048	211.7	2,475	55.7
Supplier and Other Payments	8,494		6,548		1,946	
Transfers	32		0		32	
SUB TOTAL	19,049		14,596		4,453	
VARIANCE EXPLANATION: TRANSFER OF LAND TITLES TO SLISC* (COSTS FULLY OFFSET BY REVENUES); SYSTEM DEVELOPMENT COSTS IN CORPORATIONS AND PUBLIC TRUSTEE						
JU08 BOARDS AND COMMISSIONS						(4.4)
Salaries	3,585	72.8	3,642	77.2	(57)	
Supplier and Other Payments	1,660		1,539		121	
Transfers	10,565		10,065		500	
SUB TOTAL	15,810		15,246		564	
VARIANCE EXPLANATION: LEGAL AID COMMISSION WORKLOAD PRESSURES AND RETROACTIVE SALARY ADJUSTMENTS						
JU09 COMPENSATION AND EXPENSES						
Supplier and Other Payments	30	0.0	0	0.0	30	0.0
SUB TOTAL	30		0		30	
VARIANCE EXPLANATION: FINAL LEGAL COSTS RELATING TO THE COMPENSATION PAYMENTS FOR DAVID MILGAARD AND FAMILY						
TOTAL SASKATCHEWAN JUSTICE						
Salaries	**92,379**	**1,942.6**	**86,066**	**1,812.2**	**6,314**	**130.3**
Supplier and Other Payments	**82,278**		**80,802**		**1,776**	
Transfers	**84,091**		**81,377**		**2,714**	
TOTAL	**258,748**		**217,944**		**10,804**	

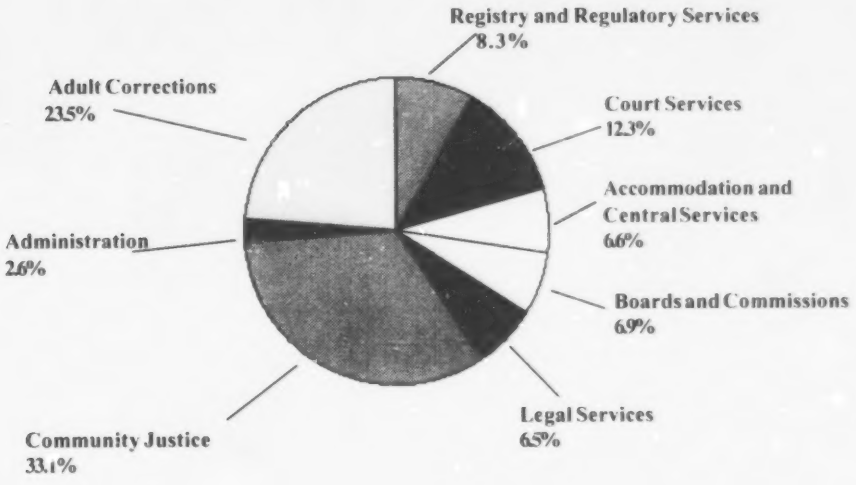
* SLISC stands for Saskatchewan Land Information Services Corporation

SASKATCHEWAN JUSTICE 1999-2000 SUMMARY OF ACTUAL EXPENSES AND BUDGET

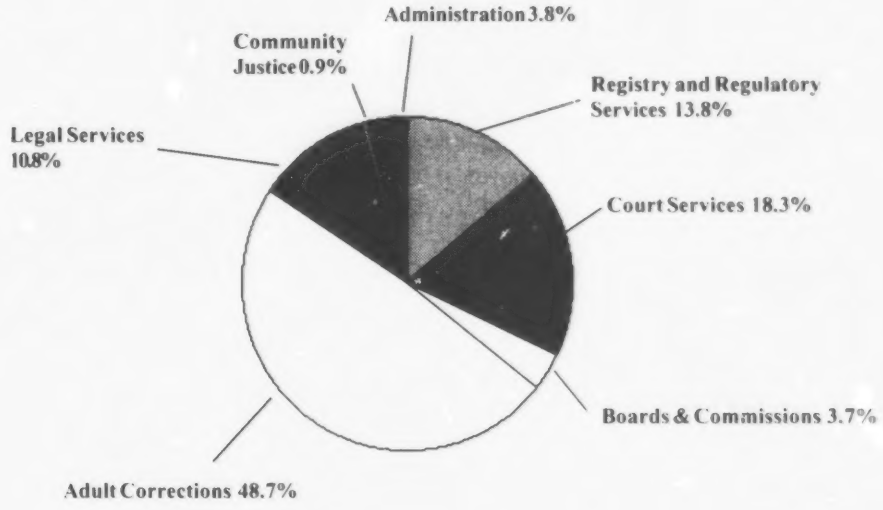
SUBVOTE/SUB-PROGRAM	ACTUALS($000's) SALARIES	SUPPLIER AND OTHER PAYMENTS	TRANSFERS	TOTAL EXPENSES	FTE'S	ESTIMATE($000's) SALARIES	SUPPLIER AND OTHER PAYMENTS	TRANSFERS	TOTAL EXPENSES	FTE'S	VARIANCE ($000's) ACTUALS TO ESTIMATE EXPENSES	FTE'S
JU01 ADMINISTRATION												
ADMINISTRATION	3,474	2,574	6	6,054	73.0	3,352	2,248	0	5,600	76.5	454	(3.5)
JU02 ACCOMMODATION AND CENTRAL SERVICES												
ACCOMMODATION AND CENTRAL SERVICES	0	15,110	0	15,110	0.0	0	17,089	0	17,089	0.0	(1,979)	0.0
JU03 COURT SERVICES												
COURTS	11,222	7,585	21	18,828	300.7	10,912	4,829	0	15,741	290.9	3,087	9.8
SALARIES - PROVINCIAL COURT JUDGES (AUTHORIZED BY LAW)	5,648	1	0	5,649		5,500			5,500		149	0.0
MAINTENANCE ENFORCEMENT	1,233	219	0	1,452	33.2	1,204	141	0	1,345	30.6	107	2.6
MEDIATION SERVICES	1,291	978	16	2,285	21.1	938	614	0	1,552	22.1	733	(1.0)
TOTAL	19,394	8,783	37	28,214	355.0	18,554	5,584	0	24,138	343.6	4,076	11.4
JU04 LEGAL SERVICES												
CIVIL LAW	1,761	556	0	2,317	24.9	1,607	599	0	2,206	24.1	111	0.8
PUBLIC LAW	1,731	288	86	2,105	27.3	1,714	375	0	2,089	29.3	16	(2.0)
PUBLIC PROSECUTIONS	7,319	1,767	0	9,086	132.3	7,313	1,387	0	8,700	131.5	386	0.8
POLICY, PLANNING AND EVALUATION	627	241	145	1,013	10.2	639	463	0	1,102	10.4	(89)	(0.2)
COMMUNICATIONS AND PUBLIC EDUCATION	285	103	0	388	5.5	318	160	0	478	7.0	(90)	(1.5)
QUEEN'S PRINTER REVOLVING FUND (AUTHORIZED BY LAW)	0	(47)	0	(47)	10.5	0	13	0	13	9.0	(60)	1.5
TOTAL	11,723	2,908	231	14,862	210.7	11,591	2,997	0	14,588	211.3	274	(0.6)
JU05 COMMUNITY JUSTICE												
POLICE ADMINISTRATION	354	98	756	1,208	6.1	411	804	0	1,215	8.8	(7)	(2.7)
CORONERS	132	836	0	968	2.6	116	852	0	968	2.5	0	0.1
COMMUNITY SERVICES	571	1,121	2,690	4,382	9.5	538	1,590	2,255	4,383	7.0	(1)	2.5
ROYAL CANADIAN MOUNTED POLICE	0	0	69,219	69,219	0.0	0	0	69,057	69,057	0.0	162	0.0
TOTAL	1,057	2,055	72,665	75,777	18.2	1,065	3,246	71,312	75,623	18.3	154	(0.1)
JU06 ADULT CORRECTIONS												
ADULT CORRECTIONS	42,623	10,499	555	53,677	941.5	39,813	11,112	0	50,925	864.8	2,752	76.7
OPERATING SUBSIDY CORRECTIONAL FACILITIES IND. R.F.	0	379	0	379	0.0	0	142	0	142	0.0	237	0.0
CORRECTIONAL FACILITIES IND. R.F. (AUTHORIZED BY LAW)	0	(214)	0	(214)	3.9	0	(3)	0	(3)	8.8	(211)	(4.9)
TOTAL	42,623	10,664	555	53,842	945.4	39,813	11,251	0	51,064	873.6	2,778	71.8
JU07 REGISTRY AND REGULATORY SERVICES												
PROPERTY REGISTRATION	6,579	6,323	0	12,902	172.4	4,764	4,791	0	9,555	132.2	3,347	40.2
LAND TITLES ASSURANCE CLAIMS (AUTHORIZED BY LAW)	0	3	0	3	0.0	0	25	0	25	0.0	(22)	0.0
CORPORATIONS	1,313	871	0	2,184	35.8	930	893	0	1,823	26.4	361	9.4
PUBLIC TRUSTEE	1,264	1,025	0	2,289	30.0	1,126	557	0	1,683	26.5	606	3.5
CONSUMER PROTECTION	1,187	254	32	1,473	26.2	1,046	265	0	1,311	23.6	162	2.6
PENSION BENEFITS	180	18	0	198	3.0	182	17	0	199	3.0	(1)	0.0
TOTAL	10,523	8,494	32	19,049	267.4	8,048	6,548	0	14,596	211.7	4,453	55.7
JU08 BOARDS AND COMMISSIONS												
FARM SECURITY PROGRAMS	508	401	0	909	10.8	563	477	0	1,040	12.6	(131)	(1.8)
LEGAL AID COMMISSION	0	0	10,565	10,565	0.0	0	0	10,065	10,065	0.0	500	0.0
HUMAN RIGHTS COMMISSION	986	250	0	1,236	20.1	925	207	0	1,132	20.3	104	(0.2)
SECURITIES COMMISSION	876	179	0	1,055	17.2	896	124	0	1,020	17.7	35	(0.5)
SURFACE RIGHTS ARBITRATION BOARD	96	30	0	126	1.7	108	24	0	132	1.8	(6)	(0.1)
RENTALSMAN/PROVINCIAL MEDIATION BOARD	703	371	0	1,074	16.3	726	320	0	1,046	17.6	28	(1.3)
SASKATCHEWAN POLICE COMMISSION	277	393	0	670	4.7	267	347	0	614	4.9	56	(0.2)
POLICE COMPLAINTS INVESTIGATOR	122	25	0	147	2.0	129	28	0	157	2.3	(10)	(0.3)
INQUIRIES	17	11	0	28	0.0	28	12	0	40	0.0	(12)	0.0
TOTAL	3,585	1,660	10,565	15,810	72.8	3,642	1,539	10,065	15,246	77.2	564	(4.4)
JU09 COMPENSATION AND EXPENSES												
COMPENSATION AND EXPENSES	0	30	0	30	0.0	0	0	0	0	0.0	30	0.0
TOTALS	$92,379	$52,278	$84,091	$228,748	1,942.5	$86,865	$50,502	$81,377	$217,944	1,812.2	$10,804	130.3

Budget/Human Resource Allocations 1999-2000

Saskatchewan Justice Actual Expenses by Subvote for 1999-2000: $228,748,000



Saskatchewan Justice FTE Utilization by Subvote for 1999-2000: 1,942.5 FTEs

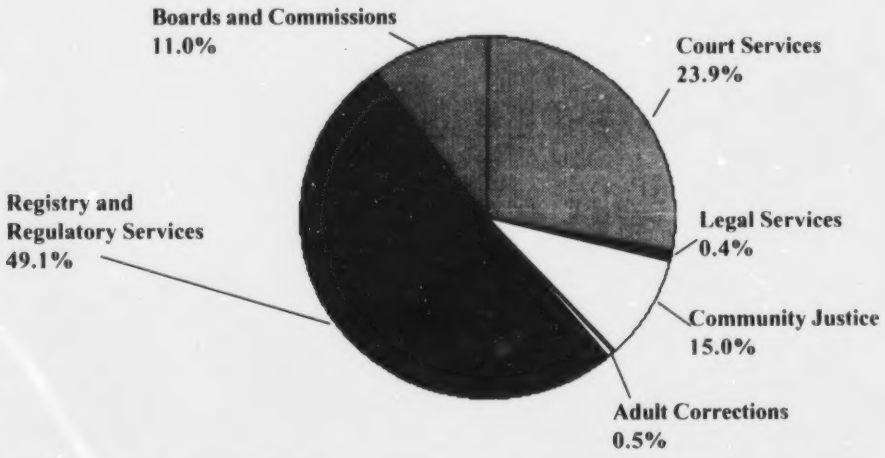


Overview of Revenues for Saskatchewan Justice ($000s)

SUBVOTE	ACTUAL	1999/00 ESTIMATE	VARIANCE	1998/99 ACTUAL
ADMINISTRATION				
Other Revenues	0	367	(367)	91
SUB TOTAL	0	367	(367)	91
VARIANCE EXPLANATION	**Casual revenue/refunds reflected in respective programs.**			
COURT SERVICES				
Fines	11,659	12,193	(534)	12,802
Court fees and licences	6,423	6,030	393	6,404
Maintenance Enforcement	140	129	11	151
Mediation	337	218	119	292
SUB TOTAL	18,559	18,570	(11)	19,649
VARIANCE EXPLANATION	**Actual fines less than estimate.**			
LEGAL SERVICES				
Civil Law	13	0	13	29
Policy, Planning and Evaluation	296	360	(64)	521
Public Law	22	0	22	84
Other	13	0	13	15
SUB TOTAL	344	360	(16)	649
VARIANCE EXPLANATION	**Reduced federal cost-sharing for Child Support Guidelines.**			
COMMUNITY JUSTICE				
Municipal Recoveries	11,027	10,800	227	6,599
Community Services	510	500	10	508
Policing Services	49	52	(3)	684
Other	103	6	97	30
SUB TOTAL	11,689	11,358	331	7,821
VARIANCE EXPLANATION	**Higher input costs for RCMP Municipal Contracts. Other - financial accrual adjustments for Firearms Acquistion Certificates.**			
ADULT CORRECTIONS				
Federal/provincial Corrections Agreement	222	17	205	225
Other Revenues	198	7	191	237
SUB TOTAL	420	24	396	462
VARIANCE EXPLANATION	**Higher number of federal inmates than anticipated.**			
REGISTRY AND REGULATORY SERVICES				
Land Titles and Chief Surveyor's Office	15,727	10,150	5,577	19,946
Land Project Reimbursement	6,377	0	6,377	0
Transfer from SLISC*	2,000	0	2,000	0
Personal Property Registry (PPR)	4,761	5,000	(239)	4,705
Public Trustee	2,271	2,165	106	2,163
Corporation Licences	5,125	4,562	563	5,013
Consumer Protection Licences	1,702	1,683	19	1,687
Pension Benefits	228	228	0	239
SUB TOTAL	38,191	23,788	14,403	33,753
VARIANCE EXPLANATION	**Transfer of Land Titles to SLISC and refund of LAND Project costs. Increased corporate registrations. Reduced activity in PPR.**			
BOARDS AND COMMISSIONS				
Securities Commission	5,554	3,901	1,653	4,334
Legal Aid Commission	2,481	2,460	21	2,465
Rentalsman/Provincial Mediation Board	328	280	48	301
Others	198	114	84	126
SUB TOTAL	8,561	6,755	1,806	7,226
VARIANCE EXPLANATION	**Increased activity in the Securities Commission.**			
TOTAL	**$77,764**	**$61,222**	**$16,542**	**$69,651**

* Saskatchewan Land Information Services Corporation

1999-2000 Revenues by Subvote - $77.76 million



Capital Assets

In accordance with generally accepted accounting policies for governments, physical assets purchased by Saskatchewan Justice are expensed in the year acquired.

However, information on capital assets is useful because these assets are a key component in the delivery of government programs and provide on-going value to the public.

The net book value of physical assets currently held by Saskatchewan Justice is $4,528 million.

Net book value represents the cost of acquired physical assets less an estimate of the portion of the assets used in the delivery of services.

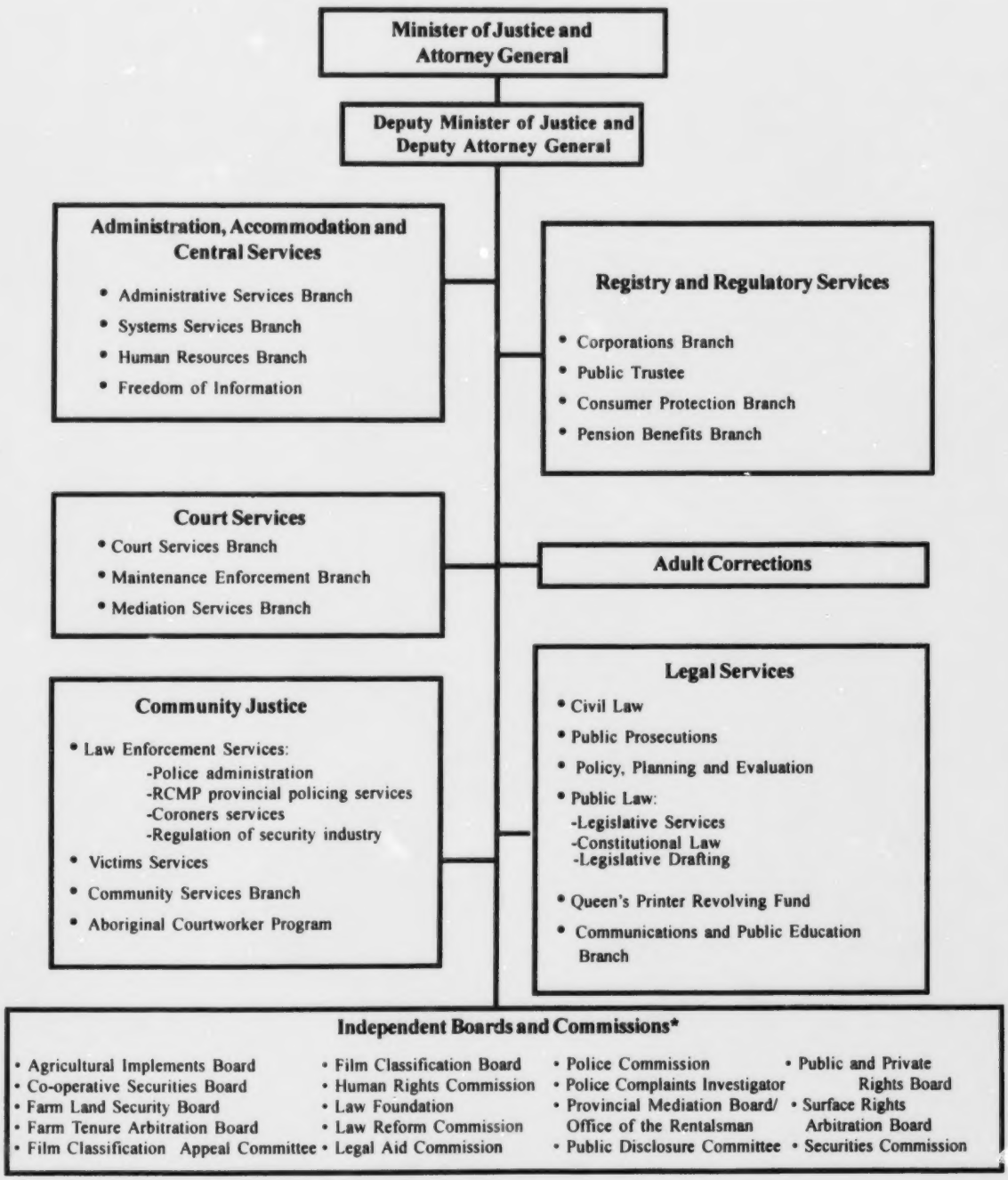
The Saskatchewan Property Management Corporation (SPMC) acquires physical assets which are used by Justice in our day to day operations. Examples include the acquisition and management of buildings used by the Department. These assets are reported in the SPMC financial statements.

(Thousands of dollars)	2000			1999
Capital Asset Categories	**Cost**	**Accumulated Amortization**	**Net Book Value March 31, 2000**	**Net Book Value March 31, 1999**
Machinery and Equipment	466	277	189	233
Systems Development	2,885	577	2,308	---
Vehicles	6	1	5	---
Computer Hardware	2,368	1,252	1,116	1,988
Computer Software	305	148	157	133
Office Equipment	112	68	44	121
Office Furniture	872	221	651	691
Other	82	24	58	67
Total Capital Assets	7,096	2,568	4,528	$3,233

Strategic Functions

To increase accountability, this annual report has been produced to correspond with the Department headings in the Provincial Estimates, which reflect the Department's strategic functions:

- Administration, Accommodation and Central Services;
- Adult Corrections;
- Court Services;
- Community Justice;
- Registry and Regulatory Services; and
- Legal Services.



*Many of these boards and commissions produce separate annual reports.

The Strategic Plan

In the fall of 1993, Saskatchewan Justice initiated a strategic planning process in an effort to identify and address the Department's needs and issues and create a strategic framework and focus for the Department.

After extensive consultations with Department staff across the province a *Strategic Plan* was produced in February 1995 -- identifying six core strategies for the Department.

Core Strategies

The Strategic Plan has become a guide for creating positive change within Saskatchewan Justice and within the justice system as a whole. Core Strategy Teams and staff in all divisions have contributed towards the successful implementation of many of the strategic action items identified in the Plan.

The following are the six Core Strategies:

- To deliver our programs and fulfil our responsibilities in a manner that ensures we are achieving our vision, mission and values in the most effective and efficient way.

- To promote the most constructive and accessible ways of resolving disputes that are consistent with the needs of the parties and consistent with the public interest.

- To enhance and maintain the quality of work life for all employees.

- To define the Department's role in social justice and implement specific actions consistent with that role.

- To foster a justice system relevant to, respectful of, and respected by Aboriginal people through measures, both within the existing system and as developed by Aboriginal people.

- To develop and implement a communications plan that fosters respect, understanding and trust in the justice system.

Strategic Plan Activity 1999-2000

A Strategic Plan must be a flexible guide, capable of evolving to meet the changing needs of the people of Saskatchewan. For this reason, the Strategic Planning Team initiated a review of the Plan in 1998 to ensure that it continues to be relevant.

Throughout 1999-2000, the Strategic Plan Working Group conducted an extensive review of the Saskatchewan Justice strategic plan.

Community Justice

On April 1, 1997 a re-organization of Saskatchewan Justice created a new Community Justice Division. The Public Law and Policy Division was split into the Public Law Division and the Community Justice Division. This change better reflects the Department's focus on restorative and Aboriginal justice and the Department's commitment to safe communities by involving the community in the justice system.

The new division has two branches:
- Law Enforcement Services; and
- Community Services.

It also has two programs:
- The Aboriginal Courtworker Program; and
- Victims Services Program.

The Community Justice Division develops policies and programs for delivering and supervising community justice programs.

The Division also provides programs and services for victims of crime through government, law enforcement and community organizations. It represents the Department in self-government negotiations with First Nations and Metis communities.

Budget: **$75.623 million**
FTEs: **18.3**

Provincial Policing Services

Law Enforcement Services

The mandate of the Law Enforcement Services Branch is to maintain public order and safety. This is achieved through the provision of effective, impartial and independent policing, coroners services and private security programs that uphold the rule of law and protect the basic rights of individuals.

Saskatchewan Justice maintains public security and safety through its Law Enforcement Services Branch which:

- administers the legislation governing policing in the province;

- administers the Royal Canadian Mounted Police (RCMP) contracts to provide provincial, Aboriginal and municipal policing services;

- provides administrative support to the Saskatchewan Police Commission (which provides a separate annual report);

- administers the legislation regulating the private security industry; and

- provides coroners services.

The principal assets of policing services are Department staff, police and coroners who provide the services.

In addition to Department staff, services are provided by 2, 025 RCMP and municipal police officers, their support staff, and 165 coroners across the province.

Administration of Policing

1999-2000 Objectives

- Continue to administer *The Police Act, 1990* and the RCMP provincial, municipal and extended policing contracts.

- Continue to administer and to negotiate new Tripartite RCMP First Nations contracts for policing on reserves.

- Continue implementation of the RCMP Models of Policing.

- Implement the Redistribution of RCMP Municipal Policing Costs project.

- Work with Municipal Government and SaskTel to implement province-wide 911.

- Administer the Serious Crime projects in Regina and Saskatoon.

- Administer the Serious and Habitual Youth Offender Comprehensive Action Program (SHOCAP) in Regina, Saskatoon and Prince Albert.

1999-2000 Activities and Results

- Effectively administered *The Police Act, 1990*, which is the legal framework for policing in Saskatchewan, including communicating with and co-ordinating the efforts of police services throughout the province. This included administration of the provincial contract to provide RCMP services to urban municipalities under 500 population, First Nations communities not covered by specific community tripartite agreements and the Northern Saskatchewan Administration District. It also included "municipal" and "extended" policing contracts to provide RCMP services to 103 urban municipalities over 500 population.

• Effectively administered a First Nations Framework Agreement, 28 community tripartite agreements, and negotiated three new community tripartite agreements to police the Yellow Quill, Witchekan-Pelican and La Ronge First Nations. Forty-one of the 72 First Nations in Saskatchewan, involving over 75 per cent of the population living on reserves, are now policed under these community tripartite agreements.

• Continued implementation of the RCMP "Models of Policing" project approved in 1997.

• Government proclaimed *The Police Amendment Act, 1997* on January 1, 1999, and Saskatchewan Justice proceeded to implement the recommendations of the *Task Force on Policing and the Administration of Justice* for Redistribution of RCMP Municipal Policing Costs.

• Saskatchewan Justice, Municipal Government and SaskTel participated with a number of municipal and health organizations to implement a province-wide 911 program.

• Implemented the new Serious Crime projects in Regina and Saskatoon.

• Implemented the new Serious and Habitual Youth Offender Comprehensive Action Program (SHOCAP) in Regina, Saskatoon and Prince Albert.

2000-2001 Objectives

• Continue administering *The Police Act, 1990* and the province's RCMP contracts.

• Continue administration and negotiations for new Tripartite RCMP First Nations contracts for policing on reserves.

• Review *The Police Act, 1990* and regulations.

• Continue implementation of the RCMP Models of Policing.

• Continue the RCMP cost redistribution program.

• Continue to work with Municipal Government and SaskTel to implement province-wide 911.

• Continue the Serious Crime projects in Regina and Saskatoon.

• Continue the Serious Habitual Youth Offender Comprehensive Action Program (SHOCAP) in Regina, Saskatoon and Prince Albert.

• Work with the RCMP, Public Prosecutions, Community Services, Court Services and Corrections to advance the Northern Saskatchewan Strategy and implement community training to support the Memorandum of Understanding with New North communities.

• Work with the RCMP to implement migration of the prisoner escort and court security duties to the province.

RCMP Provincial Policing Service

1999-2000 Objectives

• Continue provincial policing programs.

• Continue implementation of the new First Nations Policing Agreements.

• Implement the RCMP Cost Redistribution Proposal.

• Implement the Models of Policing Proposals.

1999-2000 Activities and Results

• The RCMP provided policing services to most of Saskatchewan's people outside the major cities through detachments and offices in 125 locations, with 751 provincial, 100 first nations, 208.5 municipal and 121 federal RCMP positions. Services are comprised of general police services supported by an array of specialized support services.

• RCMP services included policing of all Saskatchewan Indian Reserves and northern communities through the First Nations Tripartite Policing Agreements. Three new agreements were signed bringing the total to 28 covering 41 First Nation communities.

• On January 1, 1999, the province and the RCMP moved into the new RCMP Cost Redistribution Project under which all of the urban and rural municipality communities policed by the RCMP began to pay rates based on a per capita formula. The formula was developed by a task force that included representatives from across the province.

Urban municipalities with no RCMP detachment in the community, and rural municipalities, pay $15.61 per capita. Urban municipalities with fewer than 500 people and rural municipalities that have not paid for policing before received grants totalling $4.1 million to offset most of the new costs from Saskatchewan Municipal Affairs, Culture and Housing.

• The Models of Policing proposals for amalgamating detachments commenced in September 1997. The RCMP moved from 114 detachments and 8 satellites to a combination of approximately 77 larger "host" detachments and 45 smaller "community"detachments. Local administration and supervision were centered at the host detachments with the community detachments becoming local workstations. The changes are to be phased in over three years to minimize disruption and transfer costs. Implementation continues.

2000-2001 Objectives

• Continue provincial policing programs.

• Continue implementing new First Nations Tripartite Policing Agreements, renegotiating old First Nations Tripartite Policing Agreements and helping First Nations communities that want to establish their own stand-alone policing units.

• Continue the RCMP Cost Redistribution Proposal.

• Continue implementation of the Models of Policing proposals.

• Implement migration of prisoner holding and escort services to the province.

One of the primary indicators used in measuring police activity levels is the number of *Criminal Code* offences. Saskatchewan has the highest provincial crime rate in Canada, and is one of two Canadian provinces where crime is still growing, in a nation where crime has generally been decreasing since 1991. Saskatchewan has a growing at-risk-youth population in comparison to other jurisdictions, where the at-risk-youth populations are generally declining.

Also, the statistics do not adequately reflect the increased time required for investigation of more complex cases, such as increased disclosure of sexual assaults. The following table has been compiled from RCMP data:

Criminal Code Actual Offences
RCMP Provincial Policing Jurisdiction
(excludes Municipal Policing)

Criminal Code Occurrences	1996	1997	1998	1999	% Var. 1998-99
Persons	7,443	8,834	9,014	9,418	4.48
Property	25, 124	26,993	27,134	24,295	-10.47
Other	24,356	28,051	30,754	30,426	-1.07
Sub-Total	56,923	63,878	66,902	64,139	-4.13
Federal					
Federal Drugs	1,697	1,969	2,281	2,531	10.96
Other Federal	3,777	3,968	4,559	4,849	6.36
Sub-Total	5,474	5,937	6,840	7,380	7.89
Provincial					
General	8,494	9,122	9,733	10,250	5.31
Liquor	16,621	17,228	17,702	16,033	-9.43
Traffic	65,029	82,527	79,332	74,548	-6.04
Municipal	2,219	3,245	3,943	4,763	20.79
Sub-Total	**92,363**	**112,122**	**110,710**	**105,594**	**-4.63**
Total	**154,760**	**181,937**	**184,452**	**177,113**	**-3.98**

Regulation of Private Security Industry

Governing legislation includes:

- *The Private Investigators and Security Guards Act;*
- *The Private Investigators and Security Guards Regulations.*

1999-2000 Goals and Objectives

- Continue licensing and regulating the private security industry in Saskatchewan

- Implement *The Private Investigators and Security Guards Act* to introduce requirements for training and equipment, to include the Corps of Commissionaires and Armoured Vehicle Services, plus provides additional powers for the Registrar to supervise the industry.

1999-2000 Activities and Results

- Administered *The Private Investigators and Security Guards Act*, licensing and regulating the private security industry in Saskatchewan. This involves the screening of applicants for licenses to ensure persons working in the industry are of good character and ensuring that firms and individuals are complying with the legislation.

- The Act was revised during the 1997 sitting of the Legislative Assembly and work began to review and develop new Regulations. Implementation was delayed because the writing of a new training manual and the new Regulations were not completed. The revisions include widening the scope of the legislation to include the regulations of armoured car companies and the Corps of Commissionaires, the introduction of a mandatory training program and equipment standards.

2000-2001 Objectives

- Continue to administer *The Private Investigators and Security Guards Act.*

- Implement the new requirements under the legislation.

Coroners Services

Coroners Services investigate all unnatural and unexplained deaths as required by *The Coroners Act* and, where appropriate makes recommendations to appropriate persons, agencies, or departments of government in an effort to prevent similar deaths in the future.

The client group of the Coroner's office includes:

- one hundred and sixty (160) coroners;
- families of the deceased;
- lawyers and insurance agencies that represent families of deceased;
- police and other investigative agencies;
- government agencies and private industry that promote wellness and safety programs;
- family physicians of deceased; and
- media.

1999-2000 Objectives

- Continue investigations, hold inquests and provide information as necessary to meet the Act's requirements.

- Continue to work with the Child Death Advisory Committee to assist in the prevention of child deaths.

The Private Investigators and Security Guards Act

	Individual			Business	
Year	**New**	**Renewal**	**Replacement**	**New**	**Renewal**
1995/96	684	427	21	9	53
1996/97	652	493	18	5	56
1997/98	719	470	10	13	51
1998/99	792	459	56	19	55
1999/00	906	473	33	21	53
Total	3,753	2,322	138	67	268
5-Yr Av.	751	464	28	13	54

• Continue to review and update *The Regulations to the Coroners Act.*

• Continue to report information on preventable deaths in "Healthy Living," published by Saskatchewan Health.

1999-2000 Activities and Results

• A total of 1,555 unnatural/unexplained deaths were investigated by the 160 representatives (coroners) during 1999 with 4 public inquests held.

• The Chief Coroner and his administrator continue to be active members of the Child Death Advisory Committee attending quarterly meetings of this multi-discipline Committee.

• *The Coroners Act* received Royal Assent in the most recent legislative session. Proclamation of the Act is expected during the spring of 2000.

• Recommendations for preventable deaths submitted to the Chief Coroner by coroner's and coroner's juries were routinely submitted to appropriate agencies, ministries of government and for suitable publications.

2000-2001 Objectives

• Conduct investigations, hold inquests and provide information as necessary to meet the objectives of the Act.

• Work with the Child Death Advisory Committee to assist in preventing child death and to establish a multi-discipline "working committee" to review specific child deaths as presented to the working committee by the Chief Coroner and/or the Child Advocate.

• Review and update the *Coroners Regulations* in preparation for proclamation of *The Coroners Act.*

• Examine and compare our provinces lay coroners system with alternative death investigation processes, the Medical Examiners system, utilized in other provincial jurisdictions. Consideration to establish a forensic pathologist position(s) within the justice/coroners system; a full time chief coroner; full time investigational staff; regionalized chief coroners will be included in the review.

• Identify and report recommendations to prevent death and to enhance community safety.

• Report statistical information on death investigations to appropriate agencies, such as Departments of Social Services, Health, Labour, Indian Child and Family Services, the Red Cross and the Traffic Information Research Foundation of Canada to assist in their awareness and preventative programs.

Coroners Caseload: 1995-1999

Year	Natural	Accident	Suicide	Homicide	Unknown	Total
1995	1,060	356	141	22	16	1,595
1996	1,095	320	141	31	16	1,603
1997	991	364	147	29	16	1,547
1998	1,030	340	117	35	15*	1,537
1999	**1,014**	**369**	**123**	**12**	**37***	**1,555**
5-Year Average	**1,038**	**350**	**134**	**26**	**20**	**1,567**

***Twenty-seven cases remain under investigation. Ten cases are undetermined.**

Community Services Branch

Community Services Branch was formed in April 1997 with responsibilities for improving the effectiveness of the criminal justice system for victims, communities and offenders by supporting community development and alternative approaches to justice. The branch operates the Saskatchewan Aboriginal Courtworker Program, funds programs that meet the goals and objectives of the Restorative Justice and Aboriginal Justice Strategies and takes the lead in developing the Northern Justice Strategy.

Vision

Our vision is to be a valued partner in the development of integrated community-based justice services which contribute to safe homes and communities.

Mission

We collaborate with and support communities to develop their capacity to deliver culturally-sensitive justice services which:

- promote community-owned responses to crime;
- encourage family participation;
- respond to the needs of victims; and
- hold offenders accountable and foster positive change.

Guiding Principles

Community Services Branch

- respects communities, individuals, culture and diversity;
- recognizes community ability and the potential of individuals;
- supports a wholistic approach in projects; and
- fosters mutual responsibility and accountability within an environment of cooperation.

The Branch funds programs in many of the First Nations, Tribal Councils, urban centres, and rural communities throughout Saskatchewan. The Community Justice Management Committee includes representatives from Justice, Social Services, Correctional Services Canada and the RCMP who direct community justice programming and review budgets.

Governing legislation includes:

- *Criminal Code;*
- *Young Offenders Act;* and
- provincial statutes for which alternative measures are available.

The client groups of the Community Services Branch include:

- Aboriginal governments, Tribal Councils, First Nations,service delivery agencies;
- community-based organizations which deliver alternative measures programs;
- offenders (including those who require Courtworker services);
- victims (including those who participate in the conflict resolution forums through alternative measures);
- northern communities not included in First Nations; and
- other elements of the criminal justice system such as police, RCMP, Social Services youth justice system, federal crown, Correctional Services Canada, the judiciary, Victim Services, community and institutional corrections and public prosecutions.

1999-2000 Objectives

- Continue to support the development of adult diversion programs through expansion of existing programs and by initiating new services in Estevan, La Ronge, Melfort and Tisdale.

- Attract federal funding for Aboriginal community based justice programs in Prince Albert and Saskatoon.

- Continue the strategic planning work within the Branch to affirm the direction and activities.

- Design a communications strategy and plan for the Branch and continue to update and produce program materials.

- Together with community agencies, deliver training to meet the needs of community and criminal justice personnel involved in community-based programs.

- Provide an opportunity annually for community-based and Aboriginal agency staff to meet and enhance professional development.

- Continue the ongoing Restorative Justice and Aboriginal Justice Evaluation Strategies, with Policy, Planning and Evaluation by undertaking qualitative and quantitative information gathering about objectives and program activities.

• Continue to offer presentations to local, provincial and national groups about the Saskatchewan justice initiatives.

• Continue to develop and implement elements of the Northern Justice Strategy to better meet the needs of northern communities.

• Continue to provide coordination for the initiative within the justice system and government, in collaboration with Social Services and other Human Services departments.

• Continue to provide national leadership as co-chair of the federal/ provincial/ territorial Working Group on Restorative Justice.

• Participate in the federal/provincial/territorial discussions on the Renewal of the federal Aboriginal Justice Strategy to secure a stable and complete funding mandate.

• Provide a leadership role nationally with the design of data collection and training for the Aboriginal Court Worker Program.

1999-2000 Activities and Results

• Supported the development of adult diversion programs through expansion of existing programs and by initiating new services in Estevan, La Ronge, Melfort and Tisdale.

• Delivered training to meet the needs of community and criminal justice personnel involved in community-based programs.

• Provided an opportunity annually for community-based and Aboriginal agency staff to meet and enhance professional development.

• Continued the ongoing Restorative Justice and Aboriginal Justice Evaluation Strategies, with Policy, Planning and Evaluation by undertaking qualitative and quantitative information gathering about objectives and program activities.

• Offered presentations to local, provincial and national groups about the Saskatchewan justice initiatives.

• Continued to develop and implement elements of the Northern Justice Strategy to better meet the needs of northern communities.

• Provided national leadership as co-chair of the federal/provincial/ territorial Working Group on Restorative Justice.

• Participated in the federal/provincial/territorial discussions on the Renewal of the federal Aboriginal Justice Strategy to secure a stable and complete funding mandate.

• Provided a leadership role nationally with the design of data collection and training for the Aboriginal Court Worker Program.

2000-2001 Objectives

• Support the development of adult diversion programs through expansion of existing programs and by initiating new services in the northwest side and Kindersley.

• Develop a Memorandum of Understanding with the federal government to continue their financial contributions for Aboriginal community-based justice programs.

• Design a communications strategy and plan for the branch and continue to update and produce program materials.

• Together with community agencies, deliver training to meet the needs of community and criminal justice personnel involved in community-based programs.

• Develop sound policy and actions to encourage local, regional and provincial approaches to community integration by engaging social care agents

• Continue to support integration within the criminal justice system to better meet the needs of victims and offenders

• Provide opportunities for community-based and Aboriginal agency staff to meet and enhance professional development.

• Host a Restorative Justice conference to discuss future directions.

• Continue the ongoing Restorative Justice and Aboriginal Justice Evaluation Strategies, with Policy, Planning and Evaluation by undertaking qualitative and quantitative information gathering about objectives and program activities.

• Continue to offer presentations to local, provincial and national groups about the Saskatchewan justice initiatives.

• Continue to develop and implement elements of the Northern Justice Strategy to better meet the needs of northern communities.

• Continue to provide national leadership as co-chair of the federal/ provincial/ territorial Working Group on RestorativeJustice.

• Participate in the federal/provincial/territorial discussions on the Renewal of the federal Aboriginal Justice Strategy to secure a stable and complete funding mandate.

• Provide a leadership role nationally with the design of data collection and training for the Aboriginal Court Worker Program.

Victims Services

Victims Services has the primary responsibility for assisting victims involved in the criminal justice system in Saskatchewan. Victims' needs are directly related to their involvement in the criminal justice system and may include:

- information on the justice system and assistance as they proceed through the criminal justice process; and
- compensation to offset expenses directly resulting from violent crime.

Victims of reported crime, those who come to the attention of the justice system, are the first priority of the program. Initiatives for victims of unreported crime and at-risk individuals are also considered important and are supported to the extent that resources are available. Special emphasis is placed on meeting the needs of vulnerable individuals.

In order to increase the understanding about the needs of victims of crime and ensure basic services are available to meet their needs throughout Saskatchewan, the Victims Services Program offers a range of direct supports, such as:

- crisis intervention services;
- specialized victim services for special target groups such as victims of domestic violence and child and adult victims of sexual abuse;
- victim/witness services;
- victims compensation;
- Aboriginal initiatives; and
- the Victim Impact Statement Program.

Underlying these direct services are other initiatives that improve understanding and increase awareness of the needs of victims, and help ensure a comprehensive and cooperative response.

These indirect supports include;

- education and training;
- co-ordination of services;
- research and evaluation initiatives; and
- prevention of victimization programming

The governing legislation of the Victims Services program is *The Victims of Crime Act, 1995* and *The Victims of Crime Regulations, 1997.*

Total FTE Establishment	
Administration	6.5
Compensation	2.5
Restitution	3
Victim/Witness Support	5.5
Family Violence Manager	1
TOTAL FTEs	**18**

1999-2000 Objectives

• Continue effective and efficient stewardship of the Victims Fund to maximize funding for programs and services for victims of crime.

- Monitor provincial and federal surcharge imposition and collection.
- Monitor investment of The Victims Fund to maximize revenue.
- Monitor expenditures in order to balance revenue and expenditures.
- Inform key stakeholders of *Criminal Code* amendments affecting surcharge impositions.
- Administer Proceeds of Crime monies deposited in the Victims Fund

• Meet the immediate needs of victims of crime for timely information, support and referral.

- Ensure adequate funding for Police-affiliated Victim Services programs.
- Expand the Northwest Regional Victims Services Program to serve Aboriginal people in Hudson Bay and Porcupine Plain.
- Effectively manage contracts with community agencies delivering services to victims.

• Meet the unique needs of more vulnerable victims of crime.

- Continue funding of five specialized Victims Services Programs.
- Assist with the integration of the Saskatoon Child Centre to the Saskatchewan Centre for Children's Justice and Victims Services.

• Provide court orientation and support to victims and witnesses during their involvement with the criminal justice system.

- Establish three victim/witness services regions in the province and expand the role of Victim/ Witness Coordinators to provide training and consultation or court orientation to rural programs in their regions.
- Open additional softrooms in police detachments to allow for video taping for interviews with child abuse victims.

• Provide payment for reasonable expenses resulting from a criminal act of personal violence.

- Respond to applications for Victims Compensation in a timely manner.
- Begin to act on recommendations in the Victims Compensation Review report.

• Develop new programs and effectively administer contracts for new Aboriginal initiatives.

- Continue with the development of a new Aboriginal Resource officer Program in five centres.
- Open a Northern Victims Services program in the Churchill River Region .
- Provide funding for the establishment of a second Northern Victims program in Buffalo Narrows.
- Continue to fund eight holistic Aboriginal Family Violence programs in five centres

• Offer victims an opportunity to have a greater voice in the criminal justice process.

- Develop and implement a new Victim Impact Statement Program in Saskatchewan.

• Educate the public and professionals about the needs of victims and how to respond in a helpful and compassionate way.

- Distribute materials on programs and services.
- Organize, promote, plan and deliver a successful Victims Services Week 1999.
- Finalize and distribute a comprehensive Victim Support Worker Training Manual for volunteers.
- Continue development of a manual on the Justice Response to Domestic Violence.
- Provide province-wide training for police, justice staff and victim-serving agencies on a new Victim Impact Statement Program.
- Respond to requests for presentations and training.
- Continue production and distribution of "In Touch", a newsletter on victims issues.

• Promote a comprehensive and cooperative response to victims of crime.

- Continue with the Victims Program Advisory Committee as a forum for interdepartmental coordination.
- Develop protocols with Corrections and Consumer Protection.
- Participate in federal/provincial/territorial meetings on victim's issues.
- Influence the federal government in the development of a National Victims Initiative.

• Undertake research and evaluation related to the needs of victims of crime.

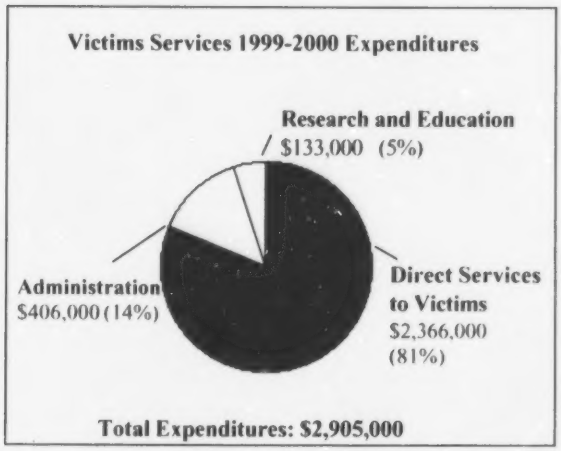
- Continue consultations with community-based programs on the development of an evaluation process.
- Conduct research on cell phone program in Canada.
- Conduct research on amendments to *The Victims of Crime Act, 1995 and The Victims of Crime Regulations, 1997.*
- Conduct research on the Victim Impact Statement programs in Canada.

• Help to prevent victimization by educating and assisting those at risk.

- Continue to fund three "Children Who Witness Domestic Violence" programs and the Street Workers Advocacy Project, an anti-prostitution program.
- Contribute to the Child Action Plan.

1999-2000 Activities and Results

Financial Management



• Total revenue for 1999-2000 was $3,100,000. (This includes surcharges, increase in surcharge receivables, interest, proceeds of crime and other miscellaneous revenue). The balance of the Victims' Fund at March 31, 2000 totaled $4.5 million. This includes revenue held in reserve that accrued from 1989, when legislation allowed for the establishment of the Victims' Fund, to 1992 when the Victims Services Program became operational. The above chart provides a breakdown between administration costs, research and education and direct services to victims.

• Surcharge allocation was monitored and showed that the level of federal surcharge remained the same and provincial surcharge had a slight increase due to increased enforcement.

• Monitoring of the return on investment showed a 12 per cent return with $375,000 in revenue from an investment of approximately 3.5 million.

• Efforts to balance revenue and expenditures continued with a variance of $300,000.

• All key stakeholders within justice and the community were advised of *Criminal Code* amendments affecting surcharge imposition.

• Proceeds of Crime totaling $13,707 were deposited in the Victims Fund and a justice/police committee was established to guide expenditures. No expenditures for projects were made.

Crisis Intervention Services

• Expanded the Northwest Regional Victim Services program to serve Hudson Bay and Porcupince Plain.

• Provided funding for basic benefits to staff in funded agencies.

• Managed 41 contracts with community agencies that deliver services to 80 per cent of Saskatchewan's population.

Specialized Victim Services

• Provided funding for five specialized programs; the Domestic Violence Early Intervention Program (Family Service Regina); Victim Support Worker Program (Saskatoon Sexual Assault Centre); the Sexual Assault Line (Regina Women's Community Centre); the Regina Children's Justice Centre and the Saskatoon Centre for Children's Justice and Victim Services.

• Negotiated funding agreements with partners that support the Saskatoon Centre for Children's Justice and Victims Services and, helped ensure a smooth transition in integrating the Child Centre, Victim Services and the Aboriginal Resource Programs.

Victim/Witness Services

• Victim/Witness coordinators assumed an expanded role as trainers and consultants to rural areas on how to prepare vulnerable victims for court.

• Two softrooms with video tape equipment were opened at RCMP detachments located in Indian Head and Big River to help reduce the negative impact on children of being interviewed repeatedly by police, social services and prosecutions.

Victims Compensation

• The compensation program received 369 applications and paid out $370,728 in awards to 332 victims of crime. Most claims were related to offences such as sexual assault, assault causing bodily harm, assault, and robbery.

Victims Compensation Statistics

	1998/99	1999/00
Applications Received	332	369
Applications Approved	304	332
Applications Denied	27	37
Total Amount Awarded	$305,162	$370,728
Average Award	$1,003.82	$1,116.65

- Acted on a number of the recommendations from the compensation review including:
  - Developed a Victims Compensation Policy and Procedure Manual.
  - Streamlined the administration process in order to issue payments in a more timely manner.
  - Developed an internal appeal process and advised applicants of its availability.
  - Revised and distributed a new Victims Compensation brochure.

Education and Training

- Distributed approximately 28,000 brochures, posters, fact sheets, and bookmarks to community agencies and individuals.

- Held a successful Victim Services Week in November 1999.

- Introduced a new Volunteer Victim Support Worker Training Manual and distributed copies widely in both hard copy and electronic form.

- Completed development of modules for a new manual on the Justice Response to Domestic Violence.

- Provided extensive training on the new Victim Impact Statement Program to police, justice staff, funded agencies and related organizations across the province.

- Delivered presentations to new police recruits, defense lawyers, provincial court judges, and transition house staff on a variety of victims issues.

- Developed and delivered two newsletters to approximately 725 communities and individuals.

Research and Evaluation

- Researched cell phone programs in other provinces to assist in the development of a pilot project for victims of domestic violence.

- Completed research on:
  - the definition of a "victim" used in victim legislation across Canada and what other provinces identify as compensable offences;
  - the inclusion of contributory behaviour as a factor in determining eligibility for victims compensation;
  - compensation for family members of homicide victims provided for in existing provincial legislation in Canada; and
  - policies, procedures, and forms used across Canada in the delivery of provincial Victim Impact Statement Program.

- Collected and monitored statistics for 16 Police-affiliated Victim Services Programs, three court-based Victims Services Programs, five Specialized Programs and three Children Who Witness Domestic Violence Programs.

- Held a provincial meeting with funded agency staff to consult further on a process for evaluation.

Coordination

- The Victims Program Advisory Committee continued to meet.

- Finalized protocols with Corrections and Consumer Protection which increased the amount of information available to victims and allow for greater victims input into decisions affecting them.

- Attended four federal/provincial meetings on a variety of victims-related issues.

- Influenced the federal government in the introduction of *Criminal Code* amendments affecting victims and in the development of a National Victims Initiative.

Prevention of Victimization Programming

- Provided financial support for four projects through involvement in the Child Action Plan – Prevention and Support Grant.

- Continued funding for three Children Who Witness Domestic Violence Programs and for an anti-prostitution program in Regina.

Aboriginal Issues

- Continued with the development of a new provincial Aboriginal Resource Officer Program

- Opened a Northern Victims Program in the Churchill Region that will serve the detachment areas of Beauval, Pinehouse and Ile a la Crosse.

- Advanced funding for the establishment of a second Northern Victims Program in Buffalo Narrows to open in 2000-2001.

- Effectively administered funding for 16 Aboriginal initatives.

2000–2001 Objectives

- Pursue federal funding for new victims initiatives.

- Effectively manage contracts with 41 community-based agencies.

- Review *The Victims of Crime Act, 1995* and regulations to identify amendments or regulatory changes that we require or would be beneficial to victims.

- Monitor imposition of federal and provincial surcharges to access the impact of *Criminal Code* Amendments and changes to *The Summary Offences Procedure Act*. Take appropriate action.

- Take the necessary steps to more fully integrate the Aboriginal Resource Officer and Victims Services programs at the local level.

- Open a new Northern Victims Program in Buffalo Narrows.

- Provide support and assistance in the development of Northern Victims Programs.

- Open two additional softrooms in police detachments and one victim witness room in a courthouse.

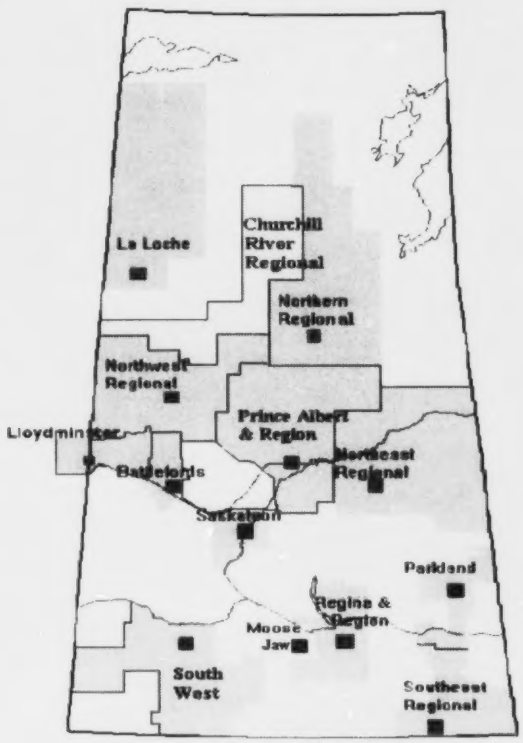
- Launch the "Justice Response to Domestic Violence" training manual and commence multidisciplinary training at the community level.

- Continue to provide initial training on the new Victim Impact Statement Program.

- Host a successful Victims Services Week, 2000.

- Continue to pursue agreement on the design of a Victim Satisfaction Survey and commence data gathering, if possible.

Community-based Police-affiliated Victims Services Programs 1999-2000



Police-affiliated Victims Services Programs
1999-2000

Program	Population Served	Communities Served	Staffing	Volunteers	Date Funding Commenced	Victims Funding
Battlefords Victim Services	27,000	North Battleford, Battleford and Glaslyn	1.5	25	Oct-94	$ 66,100
La Loche Victim Services	5,000	La Loche	1	4	May-94	$ 54,000
Lloydminster Regional Victim Services	35,000	Lloydminster, Maidstone, Onion Lake, and Turtleford	1	25	Feb-98	$ 37,800
Moose Jaw Victim Services	34,000	Moose Jaw City	1.5	17	Jan-94	$ 57,600
Northeast Regional Victim Services	36,000	Tisdale, Melfort, Carrot River, Nipawin Cumberland House, Hudson Bay and Porcupine Plain	1	41	Oct-95	$ 93,300
Northern Region Victim Services (La Ronge)	8,000	La Ronge	1	20	Aug-96	$ 92,800
Northwest Regional Victim Services	16,000	Meadow Lake, Green Lake, Loon Lake, Pierceland and St. Walburg	1	20	Oct-95	$ 64,500
Parkland Victims Services (Yorkton)	32,000	Yorkton, Broadview and Kamsack	1.5	59	Apr-93	$ 102,000
Prince Albert Regional Victim Services	35,000	Prince Albert Rural, Shellbrook, Birch Hills, Big River Smeaton and Wakaw	1	27	Jul-97	$ 59,400
Prince Albert Victim Services	36,000	Prince Albert City	1.5	40	Jun-94	$ 103,100
Regina Region Victim Services	25,000	Regina Rural, Avonlea, Lumsden, Milestone, Southey and Strasbourg	1.2	17	Oct-94	$ 54,000
Regina Victim Services	193,000	Regina City	2	18	May-93	$ 158,100
Saskatoon Victim Services	215,000	Saskatoon City and RCMP Detachments of Saskatoon and Warman	3	40	Oct-92	$ 245,600
Southeast Regional Victim Services	33,000	Estevan and surrounding rural area, Carnduff, Kipling and Carlyle	1.2	19	Oct-94	$ 54,000
Southwest Victim Services (Swift Current)	35,000	Swift Current, Kyle, Cabri, Gull Lake, Maple Creek and Gravelbourg	1	23	Dec-93	$ 54,000
Total Population of Existing Programs	765,000		Total Volunteers for Victim Services Programs	395		$ 1,296,300

The "Communities Served" category identifies detachment jurisdictions.
The Lloydminster Program was cost-shared with Alberta.

Adult Corrections

The Mission of the Adult Corrections Division is to promote safe communities by providing a range of controls and re-integration for offenders.

The activities carried out by the Division are governed by the following legislation:

- *The Correctional Services Act;*
- *The Summary Offences Procedure Act;*
- *The Occupational Health and Safety Act;*
- *The Freedom of Information and Protection of Privacy Act;*
- the *Corrections and Conditional Release Act;*
- the *Criminal Code; and*
- the *Prisons and Reformatories Act.*

(The latter three statutes are federal enactments.)

Corrections Division achieves its mission by offering a wide range of programs providing for varying levels of offender care, control and supervision. These programs are delivered through two operational systems — the Community Operations Branch and the Institutional Operations Branch.

Community and Institutional services for Northern Saskatchewan offenders are administered through the North West Community Operations office in North Battleford and the North East Community Operations Office located in Prince Albert.

The Community Operations Branch assists the court through providing essential information for interim release or sentencing purposes (bail and pre-sentence reports), and promotes the responsible behaviour of offenders by providing a meaningful and socially productive level of control in the community. The services include developing and administering a range of responsible sentencing and pre-trial alternatives such as bail supervision, conditional sentence supervision, fine option, probation, restitution, community service work, intensive probation supervision/electronic monitoring and impaired driving treatment. The programs are administered through six regional offices and nine sub-offices.

The Institutional Operations Branch administers programs for the care and custody of offenders sentenced to terms of imprisonment of less than two years.

There are currently 13 correctional facilities being administered by the Branch:

- four provincial correctional centres;
- two community correctional centres;
- five community-training residences; and
- two correctional camps as well as an urban camp which acts as a satellite to a correctional facility - the Saskatoon Urban Camp.

Four additional facilities are operated under a contractual arrangement:

- the St. Louis Impaired Driver Treatment Program;
- a female community-training residence in Saskatoon;
- four bed spaces contracted with the Young Women's Christian Association in Regina for females sentenced to intermittent sentences which also accommodates females on a work-training type placement; and,
- a Spiritual Healing Lodge which houses up to 25 provincial offenders operated by the Prince Albert Grand Council.

Budget: **$51.064 million**
FTEs: **873.6**

Adult offenders are sentenced by the courts to community corrections programs and/or to terms of imprisonment less than two years. Selected Saskatchewan offenders sentenced to federal terms of incarceration are allowed to serve their sentences in provincial correctional centres to be near their homes and families under the terms of an *Exchange of Services Agreement* with the federal government.

Program equipment, such as stoves, fridges, recreation equipment, shop equipment, shop tools and program furniture, is owned assets of Corrections. Most capital assets in use by Corrections are rented from Saskatchewan Property Management Corporation.

1999-2000 Objectives, Activities and Results

• Maintain an environment supportive of the Corrections Division's mission, values and principles.

– Major review of the standards of service delivery for Community Operations focusing on greater offender and community involvement and targeting intervention strategies based on assessed risks and criminogenic needs of the offender.

- Developed strategies to assist in the management of the workload – identifying some best practice tools for staff, refining and making offender data more accessible for use in service delivery decisions.

- Defined the major elements of an effective correctional response and linked the elements to the mission, values, and principles of the Division. The overall response is defined by four significant elements: prevention; assessment; interventions; and a continuum of care.

- Initiated a leadership strategy to deliver services that are most needed, to improve operational capacity and to increase public support for the Community-Training program.

• Maintain an effective accountability framework.

- Developed a set of performance indicators for Community Operations and Institutional Operations – outlining the critical outcomes and activities for the Branches.

- Developed a funding formula used to allocate funds and to assist in the budget development process.

- Tracked the impact of the *Gladue* Supreme Court of Canada decision relating to Aboriginal offenders and worked effectively with stakeholders in the implementation of the *Criminal Code* amendments to the conditional sentence provisions.

- Report monthly data on key indicators - admissions and discharge, utilization, and program activity.

- Monitor admissions to all community facilities to ensure proper linkage between security risk and public safety; needs of offender and intervention planning, after-care needs and community support.

- Sponsored two meetings during the fiscal year with the Provincial Ombudsman and her staff and Divisional senior management to review issues, concerns, and identify strategies and solutions.

- Delivered training sessions on crisis management and use of force to senior managers to reinforce the principles of the rule of law.

• Implement the integrated case management strategy for the Division.

- Provided refresher training on the risk assessment tool and implemented the new pre-sentence report format based on criminogenic risk principles.

- Introduced new procedures that require more complete and accurate offender information, clear reasons for decisions and integrated planning steps for all offender admissions and after-care arrangements.

- Revised the admission policy as part of the strategic development of the Community-Training program, focusing on response to assessed criminogenic needs of offenders, and building better partnerships with communities in addressing these needs.

• Implement an effective correctional programming strategy for the Division.

- Developed a Divisional Program Inventory and tracking system for offender correctional program participation and expenditures.

- Established a Divisional Program Advisory Committee to advise on research and developments in offender correctional programming.

- Standardized the delivery of the substance abuse programs and trained additional program facilitators in the Division. In addition, trained staff to deliver an aboriginal substance abuse program on a pilot basis at the Regina Correctional Centre.

- Expanded the delivery of the Alternatives to Violence program in the probation offices.

- Trained all Community Operations staff in the supervision of sex offenders and family violence offenders.

- Developed a training module to be provided to all staff on Fetal Alcohol Syndrome/Effects.

- Initiated a review of community facilities to determine their most effective role in the programming strategy for the Corrections Division.

• Identify alternative ways of delivering correctional services.

- Continue work with the Regional Intersectoral Committees of the Human Services Integration Forum.

- Established and maintained 10 agreements with First Nation communities to assist and support early release initiatives for qualified offenders.

- Maintained the contractual arrangement with the Prince Albert Grand Council Spiritual Healing Lodge which provides accommodation for 25 low security provincial offenders.

- Participated with the Metis Employment and Training services in developing and delivering a pre-employment corrections program in Prince Albert. Pilot project was delivered in conjunction with the Prince Albert Correctional Centre.

- Established a framework for cooperation with Correctional Service Canada for delivery of effective correctional services throughout Saskatchewan. The framework identifies 6 key areas for cooperation: Aboriginal offenders; women offenders; integrated case management; offender programming; parole process; and communications.

- Participated in various Federal/Provincial/ Territorial committees that were addressing significant trends within corrections (e.g. HIV/ AIDS, offender population growth, criminal justice information sharing, etc.)

• Implement a human resource development strategy that supports the strategic direction of the Corrections Division.

- Provided training in family violence and sex offender supervision, group facilitation skills and conflict resolution.

- Improved the decision-making capacities within the Branches regarding delivery of services to offenders based on their identified risks and needs.

- Initiated a comprehensive human resource development strategy that includes standardized protocols for staff recruitment, orientation, training and probationary review.

- Developed a set of organizational competencies that will provide the framework for subsequent work in relation to implementing the Division's human resource development strategy.

- All Community Training Residence staff trained and qualified in safety standards - WHIMIS, CPR and First Aid.

2000-2001 Objectives

• Maintain an environment supportive of the Corrections Division's mission, values, and principles.

• Implement an effective correctional programming strategy for the Division.

• Maintain an effective accountability framework.

• Identify and implement alternative ways of delivering effective correctional services.

• Implement the integrated case management strategy for the Division.

• Implement the Division's human resource development strategy.

Corrections Comparative Data

	1999-2000	1998-99	1997-98	1996-97
Corrections Centre Admissions: Sentenced	3,368	3,850	3,894	4,802
Remand	8,665	7,175	6,685	6,202
Average Daily Sentenced and Remand Counts	1,144	1,203	1,178	1,175
Average Monthly Probation Caseload	3,720	3,820	3,663	3,579
Average Monthly Conditional Sentences Of Imprisonment**	876	815	584	262
Hours of Community Service Worked*	64,738	44,567	55,220	54,860
Restitution to Victims ($ Value Collected)	$556,138***	$736,905	$780,083	$469,490
Average Cases Supervised per Month on Intensive Probation Supervision/ Electronic Monitoring	108	104	118	118
Daily Average on Bail Supervision	305	262	187	182

* Includes young offenders except those from Prince Albert, Regina and Saskatoon.

** New legislation was effective September 1, 1996.

*** This is restitution ordered as a condition of a Probation Order. It does not include restitution ordered under Section 738 of the Criminal Code.

Mission of the Corrections Division

Key Challenges

Create an environment reflective of mission, values and principles

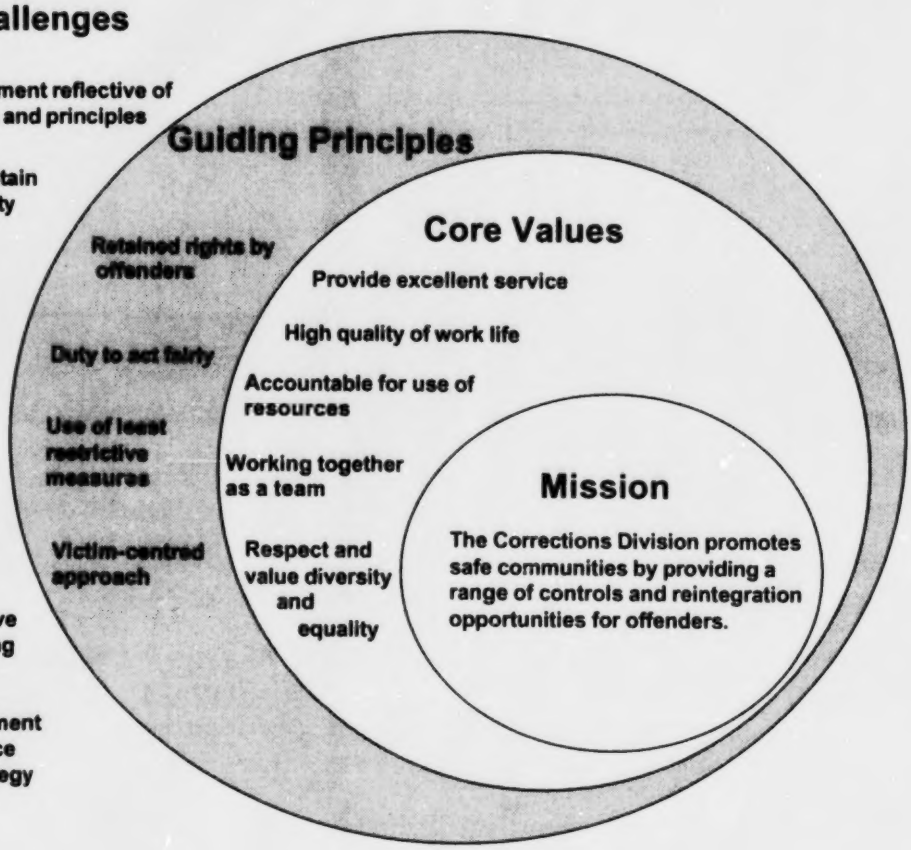
Develop and maintain an accountability framework

Develop and implement an integrated case management process

Implement an effective correctional programming strategy

Identify alternative ways of delivering services

Develop and implement a human resource development strategy


Guiding Principles
Retained rights by offenders
Duty to act fairly
Use of least restrictive measures
Victim-centred approach
Core Values
Provide excellent service
High quality of work life
Accountable for use of resources
Working together as a team
Respect and value diversity and equality
Mission
The Corrections Division promotes safe communities by providing a range of controls and reintegration opportunities for offenders.

Administration, Accommodation and Central Services

Administrative services are provided by three branches in the Department's Finance and Administration Division:

- the Administrative Services Branch;
- the Human Resources Branch; and
- the Systems Services Branch.

Accommodation services are co-ordinated by the Administrative Services Branch. Services included space and property management, records management and overseeing mail services.

The following is the total budget for administrative services and for the Office of the Minister and the Office of the Deputy Minister in 1999-2000:

Budget: **$5.6 million**
FTEs: **76.5**

The budget for Accommodation and Central Services was $17.089 million in 1999-2000.

The dedicated and knowledgeable employees of the Division are one of its greatest assets.

The Finance and Administration Division houses and maintains all the financial and personnel records for the Department.

The Systems Services Branch manages the Department's central computer systems and maintains the Department-wide support network.

The client base of the Finance and Administration Division includes Saskatchewan Justice and the associated Boards and Commissions which report to the Minister of Justice.

Administrative Services Branch

The Administrative Services Branch provides the following services:

- financial management advice;
- budget co-ordination and forecasting;
- revenue and expense accounting;
- accounting services for the Office of the Rentalsman and the Provincial Mediation Board;
- accounting support for the Agricultural Implements Board and the operation of two cemeteries;
- internal audit;
- records management; and,
- property management, mail services and vehicle co-ordination.

In addition to its departmental support role, the Administrative Services Branch is the government's central agency for the co-ordination and administration of *The Freedom of Information and Protection of Privacy Act.*

The Freedom of Information Unit produces its own annual report.

1999-2000 Objectives

- Complete the installation of Year 2000 compliant computers and application systems in the Administrative Services Branch and provide assistance to the Department in addressing Year 2000 concerns.

- Ensure appropriate financial controls are in place in new and redesigned systems and ensure the systems have been approved by the Provincial Comptroller's Office.

- Provide leadership and support for relocation, renovation and capital projects.

- Update the Freedom of Information and Protection of Privacy access directory.

- Co-ordinate all financial and administrative requirements for the transfer of Land Titles Offices and the land titles automation project to the Saskatchewan Land Services Information Corporation.

1999-2000 Activities and Results

- The accounting unit had a post-audit error rate of 2.1 per cent in 1999-2000. This compares favourably with the government's accepted error rate of four per cent.

- Completed 10 internal audits and audited 6 cost-share claims to assist senior management in ensuring the financial integrity of department programs. No fraudulent activities were detected during the regular audits. Detailed audit reports were issued to program managers to document situations of non-compliance with financial, legislative or internal control requirements.

- Continued to work with the program branches and the Provincial Comptroller's Office to ensure appropriate financial controls are in place in redesigned systems. These efforts will continue into 2000-2001 for projects such as the Corporations system, the Public Trustee system and the Consumer Protection system.

• In partnership with the program divisions and the Boards and Commissions, the support services unit coordinated major office renovation and/or relocation projects including the replacement of locks and the construction of a new control room at the Regina Correctional Centre. Support was provided for the planning of the new Prince Albert Provincial Court Facility. The unit also provided project management services for a number of smaller projects in Head Office and in offices and facilities across the province.

• Completed a two-year project to ensure all computer hardware, software and equipment used in the Branch was Year 2000 compliant. The support services unit was also a member of the department-wide team which ensured the department was prepared for Year 2000.

• Provided administrative support to government institutions and the public regarding *The Freedom of Information and Protection of Privacy Act*. Across government, 83 personal and 332 general applications were received in 1999-2000 as compared to 124 personal and 460 general applications in 1998-1999.

• Revised the Freedom of Information and Protection of Privacy Access Directory and distributed the new directory to government departments, public libraries and municipal government offices.

• Reviewed the delegated signing authorities for the Department, boards and commissions and provincial court judges. Implemented changes to ensure signing authorities reflect an appropriate balance between financial control and operational efficiency.

• Co-ordinated the financial and administrative requirements for the transfer of Land Titles Offices and the land titles automation project to the Saskatchewan Land Services Information Corporation (SLISC). During 2000-2001, assistance will be provided to facilitate the transfer of the Personal Property Registry to SLISC.

2000-2001 Objectives

• Continue to provide high quality and cost-effective administrative services to the Department and associated Boards and Commissions.

• Ensure appropriate financial controls are in place in new and redesigned systems and ensure the systems have been approved by the Provincial Comptroller's Office.

• Provide leadership and support for relocation, renovation and capital projects.

• Implement a new budget and forecast system for use in the 2001-2002 fiscal year.

• Participate in the Government Accountability Project including the revision of the strategic plan and the development of integrated financial and capital plans.

• Continue testing and successfully implement the Insolvency Manager Trust Accounting system for consumer proposals and the orderly payment of debts programs administered by the Provincial Mediation Board.

Human Resources Branch

Under the authority of *The Public Service Act*, the Human Resources Branch provides proactive, value added consultative and administrative services that meet the human resource needs and expectations of the organization.

The client group of the Human Resources Branch includes managers and employees of Saskatchewan Justice and associated Boards and Commissions.

Primary services include:

Strategic Human Resource Management:

- Facilitate the development of a human resource plan that supports the Department's strategic plan;
- interpret, assess impact and facilitate the implementation and maintenance of corporate policy (i.e. staffing, learning and development, classification, performance management, occupational health and safety, employment equity, labour relations, payroll); and
- represent Department interests in the development of corporate policy.

Human Resource Policy Administration:

- Provide support to the Department in the coordination of corporate human resource programs, such as employment equity, performance management, employee and family assistance, staffing, learning and development, classification, labour relations;
- provide central support to the coordination of Department learning initiatives;
- administer the Department HR resource centre;
- administer and deliver payroll services to the Department;
- maintain central personnel records;
- provide central support to the Department Internet Personnel System (IPS); and
- facilitate and provide expertise in the development of human resource policies and letters of understanding.

Organizational Change and Development:

- Provide expertise and facilitate organizational development initiatives that address human resource issues and needs at an individual, team, branch/divisional or Department level (i.e gather data and assess possible direction in which changes can be made; feedback data for group or individual to prioritize needs and plan and implement; evaluate and track progress);
- provide expertise on workplace relations policy and practice, and facilitate the resolution of workplace conflict and promote a collaborative problem solving approach;
- provide consultative services in the planning and implementation of organizational change and employee transition;
- provide expertise and facilitate the planning and implementation of organizational learning and development. Under the authority of *The Public Service Act*, the Human Resources Branch provides leadership and quality service in the management and development of human resources to departmental employees, their families and associated agencies.

1999-2000 Objectives

- Co-ordinate, analyse and support the implementation of the new collective agreement.

- Continue responsibility for the Intranet Personnel System including support to users and ongoing training.

- Co-ordinate, analyse, disseminate and support the new *Public Service Act* and Regulations.

- Lead, co-ordinate and implement the scope review.

- Lead, co-ordinate and implement the new classification plan.

- Assist management with the identification of employee and management-development needs.

- Finalize the long-term plan for computer-based training and provide end-user support.

- Manage the transformation/transfer of Justice employees to/from other organizations.

- Provide expertise/consultative services in the development of learning strategies for Department employees to address Justice program-related needs.

- Continue the re-organization of the Human Resources Branch.

- Identify and provide support in addressing future human resource trends and issues.

- Represent and advocate departmental interests in corporate human resource transformation, policies, issues, programs and planning.

- Continue the delegation of the human resource authority initiative.

1999-2000 Activities and Results

- Held information sessions on changes to the Collective Agreement for managers, supervisors and union shop stewards in Prince Albert, Saskatoon and Regina.

- Developed, maintained and distributed a question and answer document identifying changes to the Collective Agreement.

- Provided an analysis of the impact of changes in the Collective Agreement affecting part-time employees.

- Arranged discussion/clarification of issues by meeting with members of the PSC Bargaining Committee.

- Administered the conversion of non-permanent employees to the new employment status (permanent part-time and term).

- Continued to provide support and advice to Intranet Personnel System users on systems and database up grades; provided training on new reporting features; and continued the expansion of IPS to new sites.

- Liaised with the Public Service Commission to clarify issues resulting from the new *Public Service Act* and Regulations; prepared and distributed to managers and Human Resources Branch staff, a question and answer document outlining changes to the *Public Service Act and Regulations*.

- In preparation for the Labour Relations Board decision, developed an action plan for implementation of the scope review and developed an information/learning package to deliver to managers and employees.

- Liaised with the Public Service Commission to identify and resolve outstanding classification plan issues.

- Continued to provide assistance to employees and managers in the implementation of the new classification plan.

- Conducted information sessions on the various factors and ratings in the new classification plan to assist employees with their appeals.

- Helped Corrections Division in the development of vision, mission and values, identified key challenges and identified organizational development and learning development needs to address the key challenges.

- Developed and delivered core competency sessions to assist employees in understanding core competencies.

- Helped Consumer Protection Branch in reviewing processes for efficiencies.

- Recommended that a computer-based training contract be signed for one year, enabling 249 users to access 17 computer courses and continued to provide end-user support.

- Lead the development of a Departmental Re-deployment Strategy; clarified and revised the Relocation Policy to support the Re-deployment Strategy.

- Participated in discussions with Justice, PSC, SGEU and SLISC in the development of a transfer agreement.

- Continued to participate and provide advice in the planning and decision-making on organizational and human resource issues flowing from change initiatives with Land Titles, Public Trustee, Corporations, Corrections, Consumer Protection and Court Services.

- Arranged and co-facilitated change management sessions for specific areas of the Department.

- Conducted an evaluation of the Human Resource Branch structure; conducted an evaluation of the payroll/personnel blended role pilot.

- Continued to provide support to initiatives associated with corporate human resource transformation initiatives and provide leadership to ensure the Department's needs are represented and reflected.

- Continued to participate on corporate committees such as Employment Equity, HR Policy Manual Revision, Classification Plan Maintenance, Human Resource Operations, Intranet Personnel System Focus Group, Staff and Organizational Development Committee.

- Continued the delegation of human resource authorities to managers throughout the Department.

- Developed a manual of delegated authorities to identify the authorities being delegated and where managers can seek advice and/or authority for decisions; held information/ learning sessions for managers prior to delegation of authority.

- Conducted a six-month audit on decisions of managers with delegated authority and provided advice and guidance where necessary.

2000-2001 Objectives

- Support the Department in the development of departmental or divisional human resource plans that align with strategic plans.

- Continue to facilitate and support the movement of human resource accountability from the Human Resources Branch to line management.

- Implement the results of the scope review.

• Lead, coordinate and represent the Department's interests in relation to collective-bargaining proposals.

• Co-ordinate, analyse the impact of, and implement the 2000-2003 collective-bargaining agreement.

• Lead, coordinate and represent departmental interests in the conversion of permanent part-time employees to permanent full-time employees.

• Liaise with the PSC in the development and maintenance of core competencies.

• Work with the Corporate Committee on the review and rewrite of the Corporate Human Resource Policy Manual.

• Complete the implementation of the in-scope classification plan.

• Develop a Departmental program for the reintegration of employees on rehabilitation.

• Implement bi-weekly payroll.

• Assess the consistency and compensation for branch-located systems-administrator positions.

• Provide leadership for the development, implementation and maintenance of a grievance resolution process.

• Manage the human resource component of the 2000-2001 budget.

• Apply the Integrated Human Resource Planning model when Departmental change initiatives are undertaken.

• Conduct and lead a review of the HRB strategic plan.

• Conduct and lead a review and evaluation of the HRB structure.

• Develop measurements for the HRB workplan.

Systems Services Branch

The Systems Services Branch provides support and direction to the Department in the use of information technology to support its business strategies and increase the creativity and productivity of employees.

The primary responsibilities of the Branch include:

- client services to assist branches in planning and identifying opportunities for using information technology in meeting their program objectives;
- project management services for the development and enhancement of its computer systems;
- support services to individuals using information technology;
- application support services for the 45 applications used by branches of the department;
- technical services to provide the appropriate technical infrastructure and availability of technology to support the delivery of departmental programs and initiatives; and
- acquisition services for the departmental information technology requirements.

The client group of the Systems Services Branch includes all branches and divisions of Saskatchewan Justice, in addition to some of the Boards and Commissions.

1999-2000 Objectives

• Complete implementation of the new systems for Corporations Branch and the Office of the Public Trustee.

• Complete implementation of the new consumer complaint tracking system including interface to national tracking system.

• Complete implementation of the new Saskatchewan Human Rights Commission system.

• Install a new anti-virus system on all Department computers.

• In cooperation with the Communications and Public Education Branch, develop a Security Awareness Program for Department staff.

• Install approximately 200 personal computers.

• Answer 14,000 Help Desk phone calls with an abandonment rate of less than five per cent.

• Provide system availability of 99.9 per cent during business hours.

- Complete evaluation and Year 2000 compliancy work on every desktop computer and server in the Department.

1999-2000 Activities and Results

- The Corporations Branch system (COBRA) and the Office of the Public Trustee system (OPT) were implemented in the fall of 1999.

- The Consumer Protection Branch system (CATS) for tracking consumer complaints and providing a licensing tracking function was implemented in the fall of 1999.

- The Saskatchewan Human Rights Commission system was implemented in September 1999.

- During the fall of 1999 every desktop computer in the Department was visited and the new anti-virus software package was installed.

- The Security Awareness Program for Department staff was developed.

- Approximately 180 new computers were installed in the Department.

- Answered 19,412 Help Desk phone calls with an abandonment rate of 5.8 per cent.

- Provided system availability during normal business hours of 99.59 per cent and 99.33 per cent overall.

- Every desktop and every server in the Department was visited and the necessary work was done to ensure that problems would not occur during the Year 2000 turnover.

2000-2001 Objectives

- Complete the detailed design and development phases of the Guardian project with the Office of the Public Trustee.

- Present the Security Awareness Program to 50 per cent of Department staff and provide booklets on the program to all staff.

- Install approximately 150 personal computers in the Department.

- Answer 14,000 Help Desk phone calls with an abandonment rate of less than 5 per cent.

- Provide system availability of 99.9 per cent during business hours.

- Hire 10 permanent staff for the branch.

- Complete the business needs project for the *Youth Criminal Justice Act*.

- Complete the information analysis for the Integrated Justice Initiative.

- Complete installation of a new computer for the Court Information System.

- Install virus detection software on the mail server.

- Complete an Information Technology/Information Management Plan for the Department.

Legal Services

Saskatchewan Justice provides legal services through the following divisions and branches:

- Civil Law Division;
- Policy, Planning and Evaluation Branch;
- Public Law Division;
- Queen's Printer; and
- Public Prosecutions Division.

This section also includes the Communications and Public Education Branch.

Budget: **$14.588 million**
FTEs: **211.3**

The most important asset of all three legal divisions is their human resource component.

Civil Law Division

Goals and Objectives

The objective of the Civil Law Division is to provide high quality, timely and cost efficient legal services to client agencies on a day-to-day basis relating to Government functions, the administration of Government programs, and litigation involving the Crown and its employees.

The Division has a statutory obligation to provide legal services to the Government of Saskatchewan under sections 9 and 10 of *The Department of Justice Act*.

Section 9 provides, in part, that the Minister of Justice shall "see that the administration of public affairs is in accordance with the law" and shall "advise the heads of the several departments of the government upon all matters of law connected with those departments".

Section 10 provides, in part, that the Attorney General "shall regulate and conduct all litigation for or against the Crown or any department in respect of any subject within the authority or jurisdiction of the Legislature".

Activities and Results

The Civil Law Division provides legal services to Government of Saskatchewan departments, agencies, boards, and commissions and several Crown corporations.

The full range of professional legal services offered by the Division is similar to those provided by any large law firm in Saskatchewan including:

- providing general legal advice respecting all aspects of the activities of the government;

- providing legal opinions respecting interpretations of legislative provisions, Crown liability as a result of government activities and civil legal problems arising out of government programs;

- acting as counsel in lawsuits on behalf of the Crown;

- on instructions from the Maintenance Enforcement Office, enforcing Maintenance Orders filed pursuant to *The Enforcement of Maintenance Orders Act* on behalf of the claimants;

- acting as counsel to the Department of Social Services with respect to matters under *The Child and Family Services Act* in the City of Regina;

- acting for the Director of Labour Standards Branch of the Department of Labour to enforce wage claims of employees pursuant to *The Labour Standards Act*;

- negotiating and preparing agreements;

- preparing legal documents such as land transfers, releases, bonds, guarantees, assignments, etc.;

- participating in policy and program development for client agencies;

- assisting in the preparation of drafting instructions, new legislation and amendments to statutes; and

- preparing reports for the Minister of Justice and other members of the Executive Council.

Accountability

The Civil Law Division uses three performance measures to determine whether the Division is reaching its objective.

The first performance measure is the work "output" of lawyers within the Division who record their billable hours for legal services to client departments and agencies, much as lawyers in private practices record their time for billing purposes.

All lawyers within the Division are required to maintain time sheets on a daily basis for the purpose of recording billable hours to assigned client agencies. These time sheets are summarized on a monthly and calendar year basis. Total billable hours are measured against what is commonly accepted in the profession for lawyers in a private law firm. In calendar year 1999, Civil Law Division lawyers had a total of 29,235 billable hours of legal services.

The second performance measure is client satisfaction with legal services. Lawyers in the Division provide Annual Reports to all client agencies receiving 20 per cent or more of the lawyer's billable hours. The annual report provides client agencies with a brief description of the legal services provided during the calendar year and the total allocated billable hours to that client agency. The purpose of the Annual Report is to obtain feedback from clients on both the quality and quantity of legal services being provided.

The third performance measure of legal services is "input" or the cost of providing legal services to the Government of Saskatchewan.

In 1994/1995, the Civil Law Division's budget was $2,252,000.00. In 1999/2000, the budget was $2,206,000.00 although actual expenditures were $2,317,254.00. Of that amount, $349,462.00 was paid in fees to private law firms to represent the Government in lawsuits against the Crown and in Maintenance Enforcement matters and to retain two contract lawyers to provide legal services to the Public Trustee and the Agricultural Credit Corporation of Saskatchewan.

The overexpenditure of just over $111,000.00 was due entirely to salaries for contract employees which the Division was required to engage to perform legal services to fulfill its statutory mandate. Actual expenditures for 1999/2000 were approximately three per cent higher than they were in 1994/1995.

Policy, Planning and Evaluation Branch

This Branch advises, co-ordinates and supports the development, implementation and monitoring of policy and program issues which broadly impact on the Department.

The mandate of the Policy, Planning and Evaluation Branch includes:

- leading or supporting Justice involvement in intergovernmental and interdepartmental initiatives;
- program development;
- program and policy review and evaluation;
- providing assistance and advice to the conduct of organizational reviews;
- compiling data and co-ordinating data collection, research and analysis for the Department;
- providing legal and justice policy advice on matters involving criminal law, youth justice, family law and Aboriginal justice;
- facilitating the development and delivery of information packages and professional training on legal issues and reforms;
- assisting in the conduct of public consultations on matters as diverse as family and criminal law reform and Aboriginal and youth justice issues; and
- providing advice, strategic planning and performance measures.

The client group of the Branch includes federal and provincial government departments and agencies, the research and statistics community, community-based services working with the Department, non-government agencies engaged in justice-related activities such as family violence or community-justice programming, justice professionals, and individual citizens requiring information and assistance in areas such as international child abduction.

Relevant legislation includes:

- *The Department of Justice Act;*
- *The Children's Law Act,*
- *The International Child Abduction Act;*
- *The Reciprocal Enforcement of Maintenance Orders Act;*
- the *Criminal Code;*
- the *Young Offenders Act;*
- the *Divorce Act;*
- the *Corrections and Conditional Release Act;*
- the *Charter of Rights and Freedoms and* the *Constitution Act.*

1999-2000 Objectives

- Assist the government to respond to and implement criminal law changes, particularly in the area of reform of the *Young Offenders Act* and the *Criminal Code* amendments relating to victims.

- Facilitate the development of national and provincial strategies on promoting resiliency for children and families experiencing divorce and separation, particularly related to custody, access and child support issues.

- Continue initiatives to actively monitor Aboriginal and community-based justice developments in Saskatchewan.

- Enhance ability to provide meaningful and timely statistical reports and analyse key trends and pressures facing the justice system in Saskatchewan.

- Assist the Department in developing an approach to performance management.

1999-2000 Activities and Results[1]

- Co-ordinated the analysis and implementation activities related to the *Criminal Code*, amendments affecting victims, impaired driving, DNA databank creation; and the *Youth Criminal Justice Act*. The Branch also participated in numerous discussions with federal and other provincial authorities on other areas of potential criminal law reform.

- Continued to work provincially and nationally on analysing and supporting family law and family service reforms to promote resiliency for children and families experiencing divorce and separation. For example, the Branch lead the development of a brochure on Children's Rights with respect to provincial legislation, commissioned specific research on the impact of child support guidelines in Saskatchewan, and continued to co-ordinate the Department's activities and funding requests related to federal child support funds.

- The Aboriginal Justice Evaluation Strategy continued to be implemented with specific attention to funding a special study through the Canadian Centre for Justice Statistics on Police-Reported Aboriginal Crime and began an evaluation of the Aboriginal Courtworker program and the Aboriginal Strategy. As well, evaluation training and data collection on community-based Aboriginal projects was enhanced. The Branch also worked in partnership with Aboriginal organizations to support dialogue and development of Aboriginal justice policy issues.

[1] Through internal and interjurisdictional committees provided leadership, analytical and policy support in areas such as: (1) allocating crime-prevention funding to communities; (2) the implementation and monitoring of the provincial family violence strategy and the provincial child sexual exploitation strategy; (3) Justice support to the work of the Interdepartmental Poverty Reduction Committee, the Metis and Off-reserve Interdepartmental Committee; the provincial Child Action Plan; the Integrated School linked Services Committee, the Youth Employment Task Force, the Interdepartmental Disability Committee, Saskatchewan Legal Aid Commission, Interdepartmental Custody and Access Working Group, the Interdepartmental Child Support Committee, the Interdepartmental Youth Services Committee, the Interdepartmental Youth Criminal Justice Act Implementation Committee, The Interdepartmental Keeping Communities Safe Committee, the Interdepartmental Child Abuse Committee; and (4) various federal/provincial/territorial committees such as the Aboriginal Courtworker Committee, Permanent Working Group on Legal Aid, the Family Law Committee, the Task Force on Child Support, the Committee of Senior Officials - Criminal Law, the Committee of Senior Officials - Youth Justice, Officials Working Group on Aboriginal Justice, the Diversity Working Group, the Liaison Officers Committee of the Canadian Centre for Justice Statistics, and the Interjurisdictional Sentencing Committee.

• The Branch developed research, monitoring and data collection strategies/analysis of the issues related to use of alternatives to custody, recidivism, child abuse, sentencing circle use, geographic information analysis, alternative measures usage and the family group conferencing database. Generally, the Branch provided detailed data analysis to support departmental analysis of programs, trends and initiatives.

• The Branch continued to support the Department's participation in the government-wide accountability framework, including initial work on performance measures for core strategies and supporting training for departmental officials on performance measurement.

2000-2001 Objectives

• Provide required legal and policy advice on proposed federal criminal, youth justice and family law reforms and associated funding relationships and implementation needs. Particular focus on DNA databank, criminal procedure and youth justice reforms.

• Work cooperatively with other departments and agencies to integrate work across human services areas on key concerns such as family violence, youth justice, crime prevention and child sexual exploitation.

• Facilitate the development of national and provincial strategies on promoting resiliency for children and families experiencing divorce and separation, particularly in the areas of custody and access and child support, including public consultation strategies.

• Continue to work within the justice sector and with Aboriginal communities to: monitor and research Aboriginal justice issues and community-based justice development and facilitate sharing of information and dialogue with Aboriginal and federal partners.

• Continue to enhance the ability of the Branch and the Department to provide meaningful and timely statistical reports and analysis of performance measures, key trends, and pressures as they affect the justice system and the operations of the Department.

Public Law Division

The Public Law Division provides policy, technical and legal advice to Saskatchewan Justice as well as all other government agencies and departments, particularly the Department of Executive Council and the Legislative Instruments Committee of Cabinet in relation to legislation, constitutional issues and other matters.

The Division has four branches that provide legal and policy advice, legal services and drafting and publication services with respect to public law, constitutional law, criminal law, trade law, Aboriginal matters, financial issues and consumer and commercial issues. These four branches are the:

- Constitutional Law Branch:
- Legislative Services Branch;
- Legislative Drafting Branch; and
- Queen's Printer.

Constitutional Law Branch

The Constitutional Law Branch provides legal advice on all constitutional matters affecting the Government of Saskatchewan.

Lawyers from this Branch represent the Attorney General for Saskatchewan before all courts in the province and the Supreme Court of Canada in both civil and criminal proceedings raising constitutional issues.

As well, this Branch provides legal and policy advice in constitutional, Aboriginal, human rights, intergovernmental and international trade law issues. Its function is to ensure that governmental actions and provincial legislation comport with the Constitution of Canada.

Governing legislation includes:

- *The Constitution of Canada;*
- *The Department of Justice Act;*
- *The Constitutional Questions Act;*
- *The Saskatchewan Human Rights Code; and*
- *Other relevant federal and provincial laws.*

The client groups of the Constitutional Law Branch include Executive Council and all government departments, agencies and Crown corporations.

1999-2000 Objectives

- Assist the government to achieve its policy objectives by providing legal advice on constitutional, Aboriginal, human rights, intergovernmental and international trade law issues.

- Provide litigation support to the government in matters raising issues of constitutional, Aboriginal and human rights law.

- Ensure that the government's actions and legislation are consistent with the Constitution of Canada.

1999-2000 Activities and Results

- Provided legal advice to all government departments on questions of constitutional and human rights law and served as legal counsel to government on these matters.

- Reviewed all draft legislation to ensure Saskatchewan's laws are in compliance with the Constitution of Canada, which includes the division of powers between the federal and provincial governments and the *Canadian Charter of Rights and Freedoms*; and also with *The Saskatchewan Human Rights Code*.

- Advised the government on constitutional reform issues and on the implications of recent constitutional developments respecting the division of powers and the *Charter*, including the government's response to the decisions of the Supreme Court of Canada in *Re Eurig Estate* respecting the legitimacy of provincial levies, and *M. v. H.* respecting extending benefits to same-sex partnerships.

- Represented the government before the Supreme Court of Canada in *Reference re Firearms Act (Can.)*.

- Provided legal and policy advice to government on Aboriginal law issues and represented the Crown in court cases raising Aboriginal and Treaty rights issues, including the lawsuit initiated by the Federation of Saskatchewan Indian Nations challenging the government's decision to remove the tax-exempt status for off-reserve purchases made by First Nations individuals.

- Represented the government in a series of lawsuits seeking repayment of monies paid to the government for provincial sales tax collected on reserve.

- Provided legal advice to the government respecting on-going self-government negotiations with the Government of Canada, the Meadow Lake Tribal Council and the Federation of Saskatchewan Indian Nations, and treaty land entitlement negotiations with the Government of Canada and various Saskatchewan First Nations.

- Provided legal and policy advice to government respecting its review of *The Saskatchewan Human Rights Code*.

- Provided legal and policy advice to government on issues pertaining to international trade such as the cattle countervailing and Antidumping disputes with the United States.

- Provided legal and policy advice to government on national trade issues arising from the Social Union Framework Agreement and the labour mobility regulations in the Agreement for Internal Trade.

- Participated in interjurisdictional and intergovernmental fora on various legal issues of mutual concern.

2000-2001 Objectives

- Assist the government to achieve its policy objectives by providing legal and policy advice on constitutional, Aboriginal, human rights, intergovernmental and international trade law issues.

- Provide litigation support to the government in matters raising issues of constitutional, Aboriginal and human rights law.

- Ensure that the government's actions and legislation are consistent with the Constitution of Canada.

Legislative Services Branch

The Legislative Services Branch sets the Department's annual legislative agenda in consultation with the Minister, Deputy Minister and the Department's senior officials. It then co-ordinates the development of that legislation, often acting as project manager for consultations and for the development and implementation of new Acts and regulations.

It acts as the regulatory reform co-ordinator for the Department. The Branch also provides policy advice with respect to the Department's responsibilities relating to consumer affairs and financial institutions regulation.

It serves as counsel to the Legislative Instruments Committee of Cabinet, and provides legal advice to Executive Council and the Provincial Secretary. It also provides legal and policy advice to other departments, agencies and Crown corporations in the preparation of their Acts, regulations and Orders in Council.

It co-ordinates the appointment of members to the Department's boards and commissions. It participates in a large number of public, government and legal education processes (written and oral presentations) with respect to the legislative development process as well as with respect to new legislation or legislation in areas of branch expertise.

It represents the Department on a number of national committees with respect to private international law, consumer measures and civil justice issues.

The governing legislation of the Legislative Services Branch is *The Department of Justice Act*. Client groups include Executive Council and all government departments, agencies and Crown corporations.

1999-2000 Objectives

• Set the Department's annual legislative agenda in consultation with the Minister, Deputy Minister and senior Department officials, including:

- incorporating the Department's policy initiatives such as dispute resolution, social justice and Aboriginal justice within the legislative framework, where appropriate, and;
- incorporating the recommendations of legal agencies such as law reform agencies and the Uniform Law Conference of Canada within the legislative framework, where appropriate.

• Develop and encourage community participation in legislation and policy development by consulting as broadly as possible on justice and consumer protection issues of both local and national importance.

• Continue public consultations to develop regulations under the new *Cemeteries Act* and *Funeral and Cremation Services Act*.

• Co-ordinate the Department's 10-year plan for implementing the government's Regulatory Reform Initiative.

• Continue to work with the Legislative Drafting Branch on the preparation and enactment of bilingual Acts and the corresponding regulations.

• Continue to work with other jurisdictions to harmonize the consumer protection measures identified under the Agreement on Internal Trade.

• Chair the Legislation Working Committee on Guardianship and Financial Abuse, made up of representatives of community groups and government agencies, to develop legislation in response to the recommendations to the Minister of Justice by the Steering Committee on the Abuse of Adults in Vulnerable Circumstances.

• Participate in the development of a new *Land Titles Act*, including substantial consequential amendments and transitional provisions.

• Continue to consult with life-interest developers and consumer and community groups on issues with respect to life-interest housing.

1999-2000 Activities and Results

• Consulted with Crown counsel in the Constitutional Law Branch and Civil Law Division to ensure that legal principles were incorporated in the legislation and that policy approaches and compliance provisions offered the best and most consistent levels of protection.

• Where appropriate, legislation was developed to be consistent with alternative dispute resolution, social justice and Aboriginal justice objectives. Here, the Branch developed the corresponding legislative frameworks that would provide a structure for the policy objectives.

Examples of the Branch's work in 1999/2000 include:

- chaired the Legislation Working Committee on Guardianship and Financial Abuse, which developed *The Adult Guardianship and Co-decision-making Act*.

- commenced work on the necessary regulations for implementation of *The Cemeteries Act* and *The Funeral and Cremation Services Act*, including extensive government, industry and consumer consultations.

- developed *The Land Titles Act*, *The Land Surveys Act* and extensive consequential amendments to facilitate the implementation of the land titles automation project.

- developed a new *Electronic Information and Documents Act* to remove legal barriers to the use of emerging electronic communications, consistent with national and international developments.

- developed extensive amendments to *The Saskatchewan Human Rights Code* to improve and streamline the investigation and settlement process, provide for a Human Rights Tribunal and clarify and update a number of other provisions in the Code.

• Encouraged local, provincial and national involvement in defining justice/marketplace problems and identifying ways to solve them, including developing greater consistency of the major elements of public protection policy through uniform or harmonized legislation. The Branch participates in the national Co-operative Enforcement section of the Consumer Measures Committee which is co-operating to strengthen interprovincial consumer protection and improve law enforcement across borders. The Branch co-chairs the committee dealing with enforcement of collection agency legislation, with a view to harmonization.

• Co-ordinated the Department's 10-year plan for implementing the government's Regulatory Reform Initiative.

• Worked with the Legislative Drafting Branch on the preparation and enactment of bilingual Acts and regulations, including *The Court of Appeal Act, 2000*.

• Worked with other jurisdictions to harmonize the consumer protection measures identified under the Agreement on Internal Trade.

• Continued to develop, with other governments, options for improved access to justice for consumers and improved enforcement capabilities between jurisdictions.

• Participated in the work of committees of the Civil Section of the Uniform Law Conference of Canada with respect to enforcement of foreign judgments, commercial liens and unclaimed intangible property.

• Chaired the Commercial Law Strategy of the Uniform Law Conference of Canada.

• Worked with the credit union system on planning for the implementation of *The Credit Union Act, 1998*.

2000-2001 Objectives

• Set the Department's annual legislative agenda in consultation with the Minister, Deputy Minister and senior Department officials, including:

- incorporating the Department's policy initiatives such as dispute resolution, social justice and Aboriginal justice within the legislative framework, where appropriate, and;

- incorporating the recommendations of legal agencies such as law reform agencies and the Uniform Law Conference of Canada within the legislative framework, where appropriate.

• Develop and encourage community participation in legislation and policy development by consulting as broadly as possible on justice and consumer protection issues of both local and national importance.

• Continue public consultations to develop regulations under *The Cemeteries Act* and *The Funeral and Cremation Services Act*.

• Co-ordinate the Department's 10-year plan for implementing the government's Regulatory Reform Initiative.

• Continue to work with the Legislative Drafting Branch on the preparation and enactment of bilingual Acts and the corresponding regulations.

• Continue to work with other jurisdictions to harmonize the consumer protection measures identified under the Agreement on Internal Trade.

• Chair the Legislation Working Committee on Guardianship and Financial Abuse, made up of representatives of community groups and government agencies, to develop legislation in response to the recommendations to the Minister of Justice by the Steering Committee on the Abuse of Adults in Vulnerable Circumstances.

• Participate in the development of regulations under the new *Land Titles Act* and *Land Surveys Act*.

• Chair the Civil Section of the Uniform Law Conference.

• Commence consultations with respect to reform of *The Agricultural Implements Act*.

• Continue work toward national harmonization of prohibited practices for collection agencies.

Legislative Drafting Branch

The Legislative Drafting Branch provides a central drafting service for all government departments, boards, agencies and Crown corporations.

The Branch drafts government bills and regulations on the instructions of the Legislative Instruments Committee. Branch staff serve as advisers to the Legislative Instruments Committee on matters relating to drafting.

The Branch prepares bilingual bills and regulations. It is also responsible for printing all government bills and for ensuring that all regulations are printed in *The Saskatchewan Gazette*.

Client groups of the Legislative Drafting Branch include: Executive Council; the Legislative Assembly; and all government departments, agencies and Crown corporations. The Branch is governed by *The Department of Justice Act*.

1999-2000 Objectives

• Produce legislation that is accurate and consistent with the Constitution and the general laws of Canada.

• Draft bills and regulations in a clear, consistent and timely manner.

• Assist the government in making Acts and regulations readily accessible to the public.

1999-2000 Activities and Results

• Drafted government bills and regulations based on drafting instructions prepared by government departments and agencies and approved by the Legislative Instruments Committee.

• Attended meetings of the Legislative Instruments Committee and advised on drafting matters.

• Assisted in the Regulatory Reform Initiative by working with Executive Council, Economic and Co-operative Development and other government departments and agencies to identify and repeal unnecessary regulations, revise older regulations and to word new regulations in a clear and understandable manner.

• Revised statutes and regulations when required and oversaw the preparation of bilingual Acts and regulations.

2000-2001 Objectives

• Produce legislation that is accurate and consistent with the Constitution and the general laws of Canada.

• Draft bills and regulations in a clear, consistent and timely manner.

• Assist the government in making Acts and regulations readily accessible to the public.

Queen's Printer

On behalf of the Government of Saskatchewan, the Queen's Printer publishes and distributes to the public all legislation, regulations and other government legislative publications, including:

- *The Saskatchewan Gazette*;
- Tables to Saskatchewan Statutes and Regulations;
- the Saskatchewan Rules of Court (for the Court of Queen's Bench and the Court of Appeal)
- Private Acts;
- bound annual statutes; and
- the complete set as well as practice-specific sets of the consolidated Statutes of Saskatchewan and Regulations of Saskatchewan.

Under the authority of the Minister of Justice and the Lieutenant Governor in Council, and subject to *The Queen's Printer's Act* and *The Queen's Printer's Fees Regulations*, the Queen's Printer operates as a retail business with 9.0 FTEs through a revolving fund, and sells its legislative publications and services in order to achieve the fund's break-even mandate. The Queen's Printer is self-funded through revenue generated from sales.

The main subscriber base includes:

- oil and gas companies;
- law offices;
- universities;
- federal/provincial/municipal governments; and
- Saskatchewan health and school districts.

1999-2000 Objectives

- Continue improving and expanding QUESS by adding historical legislation and finishing the Private Act consolidations.

- Expand and improve access for all citizens to all Government of Saskatchewan legislation through public training sessions and by working with other organizations.

- Complete automation of the printing function through improved finishing equipment.

- Upgrade the Branch's technology in line with increased demand from clients for faster service.

1999-2000 Activities and Results

- The project to consolidate and edit all remaining in force Private Acts was continued.

- The Branch set-up and staffed a demonstration booth to demonstrate QUESS and paper products (loose-leaf publications, bound volumes and pamphlet Acts and regulations) at the following conferences:
    - ACCA (Association of Canadian Court Administrators);
    - SUMA (Saskatchewan Urban Municipalities Association);
    - SARM (Saskatchewan Association of Rural Municipalities);
    - Saskatchewan Trial Lawyers Association;
    - CBA Mid-winter Meeting; and
    - Saskatchewan Libraries Association.

- The Branch provided on-site training to law offices, municipal offices and libraries in Saskatoon, Prince Albert, Swift Current and Regina.

- The Branch contributed to the development of the Government of Saskatchewan new portal web site by sitting on the advisory committee.

- Funding through the ITO (Information Technology Office) of Saskatchewan Economic Development was obtained for new Electronic Service Delivery initiatives such that anyone accessing the Queen's Printer's website can now purchase Queen's Printer products using a credit card over the Internet in a secure transaction.

- The Branch started a project to publish historical legislation by bound volume on the website.

- Digital print technology continues to be enhanced such that communication with private printers is more efficient and on-demand service within the Branch is more effective.

2000-2001 Objectives

- Continue improving and expanding the Queen's Printer Electronic Subscription Service (QUESS), specifically by:
    - enhancing the new on-line credit card purchasing feature so that once purchases are made, documents can be downloaded by the user;
    - adding historical legislation by bound volume year; and
    - upgrading the search feature for faster, more accurate indexing.

- Continue with office automation, specifically obtaining digital finishing equipment, and private sector partnering.

- Continue to make legislation more widely accessible through educational institutes and public libraries.

- Work with other government and private agencies to ensure consistent legislative information is distributed widely to the public, particularly on the Internet.

- Expand and improve access for all citizens to all Government of Saskatchewan legislation through public training sessions.

- Continue to study and implement new computer technology and knowledge management issues to keep up with the increased demand from clients for faster and more complete service on QUESS.

• Assist other government departments and agencies in web-enabling their programs.

Subscription Statistics

Subscriptions to Publication/Service	1998-99	1999-00
Sask Gazette	610	560
LL Statutes	320	324
LL Regulations	124	123
QUESS (# of passwords)	830	1,250
Separate chapters	85	76
Bound Volume	150	145
LL Mining	34	35
LL Oil and Gas	175	195

Queen's Printer Budget

	1998-99	1999-00
Revenue	$851,537	$782,729
Expenditures		
Cost of Goods Sold	$420,420	$296,878
Gross Profit/(Loss)	$431,117	$485,851
Administrative Expenditures	$455,422	$485,833
Net Profit/Loss	$(24,305)	$18

Public Prosecutions Division

The Public Prosecutions Division acts, in a traditionally independent manner, on behalf of the Minister of Justice and Attorney General in administering justice in the province of Saskatchewan by providing legal advice, assessing criminal investigations, and prosecuting where the interest of justice so requires.

It provides advice and guidance to municipal police forces in matters under investigation and to the Royal Canadian Mounted Police in its provincial policing role and other government departments and agencies responsible for investigations.

The Division prosecutes offences under the *Criminal Code,* and the *Young Offenders Act* and provincial statutes. Examples of current and proposed legislation that directly impacts Prosecutions are: Omnibus Bill; Sentencing Bill; Gang Legislation; Production of Records in Sexual Offence Proceedings; Child Prostitution, Sex Tourism, Criminal Harassment; High Risk Offenders, the new *Youth Criminal Justice Act* and the *Victims of Crime Act.*

There are 10 regional offices across the province, as well as a head office in Regina.

1999-2000 Objectives

• To assist Social Services with their costs regarding housing of young offenders arrested on weekends in Saskatoon, Prosecutions will develop a plan whereby Crown Counsel would attend hearings on weekends to decide whether or not young people could be released on bail.

• Replace data application system that is not Y2K compliant. This system is located in Head Office and provides an electronic file key for the various types of files that are administered by this office for the Public Prosecutions Division. This data system is considered "mission critical" for the Division.

• Replace or upgrade computers that are not Y2K compliant.

• Implement automated legal research through the installation of the Carswell Criminal Law Partner CD package. This package should be available to all prosecutors in all offices.

• In conjunction with other Attorneys General in the western provinces, develop a training course for junior prosecutors. The course(s) should cover a variety of issues such as the role of the prosecutor, the proper exercise of Crown discretion, advocacy skills, proper relations with victims, witnesses and police, etc.

• Complete implementation of Martin & Wilson recommendations included in the *Operational Audit of the Public Prosecutions Division.* This would include increasing both Crown Counsel and support staff positions and obtaining a training co-ordinator to address issues related to Prosecutions training needs.

• Between 1996 (the time of the above mentioned Martin & Wilson report) and 1999, Prosecutions received an increase of 43 per cent more charges. To bring the workload to the level recommended in the report, Prosecutions needs to hire additional prosecutorial staff to deal with the increased charges.

• Increase staff complement to meet the additional demands placed on Public Prosecutions by new legislation i.e. changes to the sentencing provisions in the *Criminal Code*, implementation of the new *Youth Criminal Justice Act* and the *Victims of Crime Act.*

1999-2000 Activities and Results

• A pilot project to assist Social Services with their costs regarding housing of young offenders arrested on weekends was implemented in Saskatoon. A contract prosecutor was hired specifically to attend bail hearings on weekends to decide if a young person could be released.

• The "mission critical" data application located in Head Office was rebuilt, tested and operational in time to meet departmental deadlines. The new system met all Y2K and business requirements.

• The testing, replacing and upgrading of all computers to ensure Y2K compliance was successfully completed in a timely manner. No problems were encountered.

• An annual subscription to the Carswell Criminal Law Partner CD package was purchased and installed at all Prosecution office locations and is available to all prosecutors across Saskatchewan.

• The Attorneys General of British Columbia, Alberta, Saskatchewan and the North West Territories established training course for junior prosecutors. The training course is held annually in Alberta.

Court Levels (Adult and Young Offenders)	1999/2000	1995/1996***	% Increase
*Total Number of Charges	77,799	53,618	45%
**Total number of prosecutors	65	57	14%
1. First appearance (Docket) Charges - Guilty Pleas Only	21,984	17,908	22%
2. Provincial & Queen's Bench Charges - Guilty Pleas Only	11,396	8,941	27%
3. Provincial & Queen's Bench - Trials	3,879	3,435	12%
4. Bail Applications - Hearings - All court levels	26,784	8,670	208%

* The "Total number of charges" does not equal the total number of *appearances.*

** This figure does not include FTEs assigned to prosecutors who are solely in administrative positions.

*** The Martin & Wilson report, "*Operational Audit of the Public Prosecutions Division of the Saskatchewan Department of Justice*", based their recommendations on statistics from this fiscal year.

• Due to budgetary restrictions further implementation of recommendations contained in the Martin & Wilson report, *The Operational Audit of the Public Prosecutions Division,* did not proceed. In addition, there was no increase in either prosecutors or support staff to handle the increasing day-to-day workload of Prosecutions (base workload increased by 43% from 1996-1999) or the additional demands placed on prosecutors by new legislation, such as the new *Youth Criminal Justice Act* and the *Victims of Crime Act.*

2000-2001 Objectives

• Create a project to roll out the Prosecution Automated Data/Document System to a limited number of Regional Prosecution Offices in the province.

• Establish a pilot project in Prince Albert to expand mediation diversion for young offenders.

• Create a central repository of criminal law research material to enable the systematic sharing of information or "best practices" across the Division. The types of papers to be collected from the prosecutors and entered into the repository are opinions, judgments, precedents, policies, etc.

• Deal with workload inc by acquiring more prosecutors, support staff and space.

• Become part of a Northern Court party to better service communities in the North.

Communications and Public Education Branch

The Communications and Public Education Branch provides strategic communications planning and advice to the Deputy Minister, Minister and division heads to support the Department's mission, vision, values and core strategies.

The Communications and Public Education Branch:

- provides information to the media, justice stakeholders and the public;
- advises and supports the planning, creating, delivering and evaluation of information projects and communications materials such as news releases, brochures, annual reports and advertising;
- co-ordinates correspondence for the Minister; and
- provides advice to independent Boards and Commissions reporting to the Minister of Justice.

The Communications and Public Education Branch maintains and builds public awareness and support for justice policies, programs and services through:

- the development, implementation and evaluation of communications policies and strategies that support government-wide and Department-specific initiatives;
- the development and implementation of media relations programs;
- the development and maintenance of the Department website;
- the co-ordination of Department publications;
- the co-ordination, researching and preparation of material such as website articles, speeches, news releases, newsletter articles, and the Department annual report; and
- organizing and executing public events, solely or in conjunction with other government departments and agencies and community-based agencies in the justice system or private sector.

1999-2000 Objectives

• Continue to provide communications and issues management support services to all areas of the Department.

• Continue to provide media relations services, including advice and co-ordination, to the Department.

• Develop a Communications Policy Manual for use by all branches of the Department.

• Continue producing a departmental newsletter.

• Continue to develop and update the Department's website.

• Develop an interactive overview of the adult criminal justice system for the Department's website.

- Update and distribute the employee orientation manual.

- Develop a media relations policy for staff of Provincial Court and Court of Queen's Bench.

- Continue production of the Victims Services newsletter.

- Develop and implement a communications strategy for the fifth annual Victims Services Week.

- Incorporate procurement of departmental printing into the Communications and Public Education branch.

1999-2000 Activities and Results

- Continued to provide communications support services to all areas of the Department.

- Continued to provide media relations services, including advice and coordination, to the Department.

- Developed a communications Policy Manual for use by all branches of the Department.

- Continued producing a department newsletter.

- Continued to develop and update the Department's website.

- Continued development of an interactive overview of the adult criminal justice system for the Department's website.

- Developed media relations policies for staff of Provincial Court and Court of Queen's Bench.

- Continued production of the Victim's Services newsletter.

- Developed and implemented a communications strategy for Victim's Services week.

- Incorporated procurement of Department printing into the Communications and Public Education Branch.

2000-2001 Objectives

- Continue to provide communications support services to all areas of the Department.

- Continue to provide media relations services, including advice and co-ordination, to the Department.

- Develop a Communications Policy Manual for use by all branches of the Department.

- Continue producing a departmental newsletter.

- Continue to develop and update the Department's website.

Court Services

Saskatchewan Justice provides court services through three branches:

- Court Services Branch;
- Mediation Services Branch; and
- Maintenance Enforcement Branch.

Budget: **$24.138 million**
FTEs: **343.6**

Court Services Branch

Court Services Branch is primarily responsible for providing court services, including reporting/recording and sheriff services as well as those services related to court administration, to all of the courts in the province (the Provincial Court; the Court of Queen's Bench which includes the Family Law Division; and, the Court of Appeal). The Branch acts in a dual capacity in providing these services to Saskatchewan's justice system since it functions as both a branch of government and as a servant of the court.

As a branch of government, Court Services Branch is responsible for providing and enhancing an efficient and effective forum for just and equitable dispute resolution by the courts of Saskatchewan.

As a servant of the court, the Branch is responsible to the Chief Justices and the Chief Judge of the province for providing administrative services to the judiciary. Court Services, in its capacity as a servant of the court, is also responsible for carrying out the orders of the court.

The Court system is comprised of the Court of Appeal, the Court of Queen's Bench and the Provincial Court.

The Court of Appeal consists of the Chief Justice of Saskatchewan and eight other Appeal Court justices, all of whom are appointed federally. The Court of Appeal sits at Regina and Saskatoon.

The Court of Queen's Bench is the superior court of record for Saskatchewan. The Court consists of the Chief Justice and 32 other judges, all of whom are appointed federally. The Court of Queen's Bench sits in 13 judicial centres with permanent registries.

The Provincial Court of Saskatchewan is a court of record of limited jurisdiction dealing with small claims, family and youth and criminal matters. The Provincial Court consists of a Chief Judge and 45 Provincial Court judges. Judges are appointed by the Lieutenant Governor in Council.

In 1999/00, the Provincial Court sat in 14 locations with resident judiciary and permanent facilities, and visited 77 other locations on circuit.

The primary resources of the Branch are its staff resources.

The significant pieces of legislation governing Court Services Branch are:

- *The Court of Appeal Act;*
- *The Queen's Bench Act;*
- *The Provincial Court Act;*
- *The Court Officials Act;*
- *The Recording of Evidence by Sound Machine Act;*
- *The Administration of Estates Act;*
- *The Jury Act;*
- *The Justice of the Peace Act;*
- *The Small Claims Act;* and
- *The Traffic Safety Court of Saskatchewan Act.*

Some of the other statutes that determine the operations of Court Services Branch are:

- *the Criminal Code;*
- *The Summary Offences Procedure Act;*
- *The Executions Act;*
- *The Exemptions Act;*
- *The Saskatchewan Farm Land Security Act;*
- *The Attachment of Debts Act;*
- *The Distress Act;*
- *The Divorce Act;*
- *The Children's Law Act;*
- *The Child and Family Services Act;*
- *The Family Maintenance Act;*
- *The Marriage Act;*
- *The Commisssioner for Oaths Act; and*
- *The Notaries Public Act.*

1999-2000 Objectives

• Court Services has received funding to construct a stand alone Provincial Court facility in Prince Albert. Consultations have been completed with the stakeholders, plans for construction are underway. It is expected the building will be ready for occupancy by January 2001. The design of this Provincial Court is taking into consideration the requirement to accommodate all the latest developments in technology such as video-conferencing.

• The Justice of the Peace program is being expanded with the main focus being northern Saskatchewan. The Supervising Justice of the Peace is improving the training program for new appointments, and working with the northern communities in regard to the recruitment and retention of Aboriginal Justices of the Peace.

• The Fine Collection Committee met in the spring of 1999 to review existing fine enforcement mechanisms and to recommend new initiatives for collecting fines. The recommendations of the committee were approved and steps are being taken to implement the new procedures, including:

-expanding the use of credit/debit cards to additional Provincial Court locations;
-entering interjurisdictional agreements with Alberta and Manitoba for the collection of traffic-related fines;
- adding "no operators licence" and "unregistered vehicle" as offences under the non-renewal of drivers' licence programs;
-including criminal code, driving offences in the non-renewal of drivers' licence program;
-increasing the number of contracts with collection agencies; and
-developing procedures for the use of civil enforcement as a collection method.

Some of these changes will require changes to legislation.

• The Civil Mediation Program is now operating in three major court centres in Saskatchewan. On the family side, the mediators are involved in delivering parenting education, in co-operation with the Family Law Support Services, to individuals experiencing separation and divorce.

• Consideration is being given to piloting a mandatory parent education program in two judicial centres. Also, the need to establish a "high conflict" education program is being reviewed. Family Law Support Services launched their video and curriculum for children of those going through separation and divorce in June of this year. This program is now used by family service agencies in the province.

• The Saskatchewan Justice website, which is close to being released, will contain detailed information about the Court Services Branch. The Court of Appeal is developing its own website. This website will provide information on decisions of the Court of Appeal. A segment of this website will contain a biography of the Justices of the Saskatchewan Court of Appeal, Rules of Court, directives issued by the Registrar of the Court of Appeal and general information about the Court.

• Most Y2K issues have now been addressed. This included the following systems: Marriage, Commissioner for Oaths and Notaries Public, Surrogate, Juror Summons, Queen's Bench scheduling and court- related interest programs. Court staff will be available on January 1 to test all the systems. A contingency plan has been developed for unforeseen circumstances that might arise early in the year 2000. It has been determined that there are no Y2K issues with the major computer system - Justice Automated Information Network (JAIN).

• The Provincial Court Commission, established under *The Provincial Court Act, 1998,* will hold hearings in Saskatoon on November 1, 2, and 4, 1999, respecting the salaries, benefits and pensions for Provincial Court Judges, as well as court facilities and security for the Provincial Court. The Commission was established to conduct an independent review of judicial remuneration and benefits for the period April 1, 2000 to March 31, 2003.

• Saskatchewan Court Services is hosting the 1999 ACCA Conference in Saskatoon, November 8 - 10, 1999. It is expected this conference will be well attended by court administrators and members of the judiciary from all across Canada. Court Services' staff have dedicated many hours of their personal time to making this conference a memorable event for all attendees.

1999-2000 Activities and Results

• The sod-turning event to kick-off the construction of the new Provincial Court facility in Prince Albert was held in January 2000, and construction is underway. The design of the Provincial Court is taking into consideration the needs and culture of the Aboriginal community it serves, and will accommodate the latest developments in technology, such as video conferencing. It is expected the building will be ready for occupancy by February 1, 2001.

• A new Supervising Justice of the Peace was appointed in June 1999. A new appointment process for Justices of the Peace has been implemented, and considerable improvements have been made to the training program that Justices of the Peace receive. Ongoing work is taking place with northern communities in regard to the recruitment and retention of Aboriginal Justices of the Peace.

• New fine collection procedures were implemented in 1999-2000, including the following:

- expansion of the use of credit/debit cards to four additional Provincial Court locations;
- agreement from the Provinces of Alberta and Manitoba to enter into interjurisdictional arrangements for the collection of traffic-related fines; and
- an increase in the number of fine collection agency contracts.

Work is ongoing in regard to inclusion of Criminal Code driving-related offences in the non-renewal of drivers' license program, as well as other options in regard to fine enforcement mechanisms.

• The Civil Mediation Program was expanded to Prince Albert Judicial Centre in May 1999, and is now operating in four major court centres in Saskatchewan.

• Family Law Support Services launched their video and curriculum for children of those going through separation and divorce in June 1999. This educational program is now being used by family service agencies throughout the province.

• The Family Law Support Services parent education program was offered in a number of centres throughout the province. Mediators from Mediation Services assisted the staff of Family Law Support Services in the delivery of the parent education program.

• The new Saskatchewan Justice website was launched and it contains information about the services offered by Court Services Branch. In particular, detailed information is provided in regard to the procedures for getting married in Saskatchewan; how to become a commissioner for oaths and/or a notary public; and the jury selection process.

• A contingency plan was developed for all systems within Court Services in regard to any unforeseen circumstances that might arise in regard to Y2K issues. All systems "passed the new millenium test" and there were no difficulties experienced in any court facilities as a result of Y2K .

• The Provincial Court Commission, established under *The Provincial Court Act, 1998,* held hearings in Saskatoon on November 1 and 2, 1999, respecting the salaries, benefits and pensions for Provincial Court Judges, as well as court facilities and security for the Provincial Court. The Commission was established to conduct an independent review of judicial remuneration and benefits for the period April 1, 2000 to March 31, 2003. The Commission released its report on December 21, 1999, and the recommendations in regard to judges' salaries and benefits were accepted by the government.

• Saskatchewan Court Services hosted the 1999 ACCA Conference in Saskatoon, November 8 - 10, 1999. The conference was attended by court administrators and members of the judiciary from across Canada. The theme of the conference was "The Changing Face of Canadian Courts - Equal Access to Canadian Courts by Clients with Special Needs". The conference sessions examined issues relating to the needs of persons with physical or mental disabilities, the special needs of children who often are part of court proceedings, of adult victims, of Aboriginal persons, and the growing ranks of self-represented litigants. Other sessions included discussions about providing a safe environment for our clients, setting the balance between an open court system and protection of the privacy of individuals moving through the system, and ensuring that court fees do not prevent access to justice.

2000 - 2001 Objectives

• A court facility/court security review will begin in the fall of 2000. The review will be conducted by a committee of representatives from Court Services, Saskatchewan Provincial Court Judges' Association, Saskatchewan Property Management Corporation and the RCMP. The committee will prepare a report with its findings and recommendations by March 31, 2001.

• Court Services has been participating with the RCMP in a study regarding court security and transportation of prisoners. Sheriff's services will assume responsibility for inner-city transportation of adults in Regina and Saskatoon by October 1, 2000. This is an expansion of the existing program of transportation of young offenders by Sheriff's services. Sheriff's services will also assume responsibility for detention/security services at the Prince Albert Provincial Court by February 1, 2001, and responsibility for Courtroom security at the Moose Jaw Provincial Court and the North Battleford Provincial Court in 2000-2001.

• A new juror summons system will be designed which streamlines the process used by Sheriff's staff. This process, which is presently centralized and handled by Court Services head office, will be decentralized to all Sheriff's offices in the province.

• Court Services will partner with other justice stakeholders in the preparation of a business plan for an "Integrated Justice System," which will include the response to the system changes as a result of the new youth justice initiatives.

• Court Services will assist the Legal Aid Commission in establishing a "duty counsel" model in the Provincial Courts in Regina and Saskatoon. Court Services will also explore options for streamlining processes in regard to court-appointed counsel for adult and young offenders.

• Funding was received in the Court Services 2000-2001 budget for an Aboriginal court party for the North. Court Services will work with all Justice stakeholders, as well as the communities impacted, on the implementation of this new initiative.

• Court Services will be preparing a business plan, in response to the government's performance management accountability review. The business plan will include an information technology plan.

Mediation Services Branch

Mediation Services is a branch of Saskatchewan Justice that provides policy, advisory, training services and specific mediation and facilitation services to enhance the understanding and accessibility of collaborative problem-solving and decision-making.

The Branch provides:

- legislated mediation services in farmer-lender disputes;
- a non-family Civil Mediation Program in the judicial centers of Regina, Saskatoon, Prince Albert and Swift Current under *The Queen's Bench Act;*
- policy, advisory and training services to individuals, organizations, First Nation Tribal Councils, government departments and agencies in relation to consensus building, organizational disputes and collective bargaining, as well as criminal, civil and family disputes;
- mediation and facilitation services on a fee-for-services basis or where legislated, to parties at no cost.

The client group of the Mediation Services Branch includes:

- court litigants;
- families experiencing separation or divorce;
- farmers and creditors;
- members of the legal community;
- law enforcement agencies;
- First Nations, government departments, agencies and Crown Corporations;
- local government organizations (Health Boards, School Boards, Municipal Government); and
- members of the general public.

Mediation Services has two strategic objectives that form the basis of the staff's everyday work:

- To change the way people and the traditional justice system deal with conflict. (Moving to a collaborative problem-solving approach and interest based negotiation requires a major shift in the approach from the traditional court-based, rights-based and adversarial system.); and,
- To change the way government does business, focusing on changing the way decisions are made and disputes resolved.

1999–2000 Objectives

- Continue to provide policy, advisory and training services as well as specific mediation and facilitation services to stimulate the development of Restorative Justice initiatives at the local level. This includes victim offender mediation and family group conferencing.

- Continue to assist in the development of community readiness for Restorative Justice initiatives. This will be achieved by working with local community groups and individuals to ensure they have the skills and knowledge required to make this a reality.

- Support and encourage the use of mediation and other collaborative problem solving methods for youth. This will be achieved by working closely with individuals involved in the education system, including School Boards, teachers, trustees and the Department of Education.

- Provide increased opportunities for education and practical experience in the field of dispute resolution by:
  - providing mentorship and practicuum opportunities;
  - partnering with Mediation Saskatchewan to deliver regional conferences;
  - continuing to work with the University of Saskatchewan College of Law, the Saskatchewan Institute of Applied Science and Technology and the Saskatchewan Police College in developing and delivering curriculum in the area of dispute resolution; and
  - enhancing current working relationships with Faculty of Social Work, School of Human Justice and Saskatchewan Federated Indian College.

- Encourage the use of mediation as a means of resolving disputes in family law matters by:
  - assisting Family Law Support Services to expand the delivery of parent education sessions throughout the province; and
  - in conjunction with Family Law Support Services, provide mediation to parties requesting custody and access evaluations, where appropriate.

- Continue to promote the use of mediation and other collaborative dispute resolution methods as a means of resolving non-family civil disputes through the provision of the Civil Mediation Program on a voluntary basis to all judicial centers within the province, and working with local Bar Associations to expand legislation in their judicial centers.

- Continue to encourage the use of collaborative problem solving processes, both internal and external to government. This will be achieved through the provision of technical assistance and training and direct delivery of dispute resolution services, where appropriate.

1999–2000 Activities and Results

- The Branch continued to work closely with the Department, First Nations and local community justice programs. In addition to conducting co-mediations with individual community justice workers, over 480 community residents, police, school officials and Community Justice workers received training in victim offender mediation. A three-day workshop for Community Justice and Alternative Measures workers was organized in co-operation with the Aboriginal Justice Directorate of Justice Canada and the Community Services Branch of Saskatchewan Justice to bring together workers from the three prairie provinces to enhance their skills and discuss program delivery issues. The Branch also worked with Kitchener Community School and the Regina School Division to introduce mediation and other forms of collaborative problem solving to the school and community residents.

- The Branch assisted Mediation Saskatchewan in holding spring and fall conferences in 1999 where practitioners attended workshops to enhance their skills and discuss current issues and trends in the field of dispute resolution.

- Two University students, one from the Saskatchewan Federated Indian College – Faculty of Social Work and one from the University of Regina – School of Human Justice, completed their practicuum placements with the Branch. Arrangements were also made to allow a number of students enrolled at the University of Saskatchewan's College of Law and students with the Saskatchewan Institute of Applied Science & Technology Dispute Resolution Post-Diploma Certificate Program to participate in mediation sessions.

- The Branch continued to work with the University of Saskatchewan College of Law and The Law Society of Saskatchewan, making presentations at Alternate Dispute Resolution classes held at the College and at the Saskatchewan Bar Admissions course. The Branch also assisted the Saskatchewan Institute of Applied Science & Technology Dispute Resolution Post-Diploma Certificate Program in developing and delivering dispute resolution courses.

• The Branch continued to focus family mediation services toward those who had a limited ability to pay, while encouraging others to seek mediation services within their local community. Sixteen cases requesting custody and access evaluation reports participated in mediation sessions and the Branch assisted Family Law Support Services in conducting 20 parent education sessions in 14 locations across the province.

• Eight-hundred-forty non-family civil disputes in the judicial centres of Regina, Swift Current, Saskatoon and Prince Albert participated in the Civil Mediation Program, assisting over 2,300 people reach resolution to their disputes.

• In an effort to promote the use of collaborative problem solving and decision making, both internal and external to government, the Branch:

- provided training or facilitated dispute resolution processes for over 2,100 individuals or organizations. This includes a broad range of training events, the facilitation of expropriation disputes, human rights complaints, collective bargaining negotiations, farmer/lender, victim/offender and family mediations;
- provided advice to government and other government-related agencies such as school boards and health boards on the development and implementation of collaborative problem solving and decision making processes; and
- provided fee-for-service mediation to approximately 400 members of the public in a wide range of disputes.

2000–2001 Objectives

• Provide policy, advisory and training services as well as specific mediation and facilitation services to stimulate the development of Restorative Justice initiatives at the local level.

• In conjunction with the Federation of Saskatchewan Indian Nations and policing agencies, review the victim offender mediation training model and develop additional opportunities for Community Justice workers to further enhance their mediation and facilitation skills.

• Assist in the development of community readiness for Restorative Justice initiatives through the provision of training where appropriate, while seeking opportunities to help organizations develop their own internal training capacity.

• Encourage the use of mediation and other collaborative problem solving methods for youth. This will be achieved by working with individuals involved in the education system, including school boards, teachers, trustees and the Department of Education.

• Provide opportunities for education and practical experience in the field of dispute resolution by:

- providing mentorship and practicuum opportunities;
- working with Mediation Saskatchewan to deliver regional conferences; and
- working with the University of Saskatchewan College of Law, the Saskatchewan Institute of Applied Science and Technology and the Saskatchewan Police College in the development and delivery of curriculum in the area of dispute resolution.

• Encourage the use of mediation as a means of resolving disputes in family law matters by:

- assisting Family Law Support Services to deliver parent education sessions throughout the province;
- in conjunction with Family Law Support Services, provide mediation to parties requesting custody and access evaluations, where appropriate; and
- work with Mediation Saskatchewan to enhance their referral process, which will help parties locate mediators within their local community.

• Mediation Services will promote the use of mediation and other collaborative dispute resolution methods as a means of resolving non-family civil disputes through the delivery of the Civil Mediation Program in the judicial centres of Swift Current, Regina, Saskatoon and Prince Albert. The service will also be offered on a voluntary basis in all other judicial centres in the province. In co-operation with the Canadian Bar Association, the University of Saskatchewan College of Law and Saskatchewan Continuing Legal Education, the Branch will seek opportunities to assist lawyers in working effectively in these processes.

• Encourage the use of collaborative problem solving processes, both internal and external to government. This will be achieved through the provision of technical assistance, training and direct delivery of dispute resolution services where appropriate.

Mediation Services Branch

	97/98	98/99	99/00
Mediation			
Queen's Bench mediations	905	1,649	2,331
Other	620	780	758
Training & Facilitation			
Community & Victim-Offender	135	573	492
Other	1,470	1,964	1,670

Maintenance Enforcement Branch

The Maintenance Enforcement Program was established in 1986 to collect maintenance payments (mainly child support) as it was estimated that approximately 85 per cent of court orders or agreements for support were in default. The program now collects payments in over 75 per cent of cases.

The mission of Maintenance Enforcement is: "To collect child and spousal support and improve attitudes and accountability towards family support obligations."

The client groups of the Maintenance Enforcement Program include: payors of family support; recipients of family support and their dependant children; members of the bar; and third parties such as employers, banks and pension administrators.

The governing legislation of the Maintenance Enforcement Program is:

- *The Enforcement of Maintenance Orders Act, 1997;*
- *The Reciprocal Enforcement of Maintenance Orders Act, 1996; and*
- *The Family Maintenance Act, 1997.*

1999-2000 Objectives

- Implement additional payment options for respondents by providing authorized debit and debit card payment alternatives.

- Enable claimants to receive their payments electronically to their bank account, by implementing automated banking.

- Participate on the Integrated Services Dispute Resolution Models Working Group, composed of members from the Government of Canada and representatives from the provinces/territories. The Working Group will consider and develop models to provide faster, cheaper and more consensual methods for determining child support, share information regarding alternate dispute resolution mechanisms for child support, custody and access, and determine funding criteria for jurisdictions piloting innovative models or approaches.

- Enhance the automated system of the Maintenance Enforcement Office to improve the timeliness of electronic information received from the Government of Canada on garnishments and tracing requests.

1999-2000 Activities and Results

- Clients can now make their payments using their debit cards at the Maintenance Enforcement office.

- Changes have been made to the Maintenance Enforcement computer system and an agreement signed with banks to allow Direct Debit and Direct Deposit. It will be implemented in 2000-2001.

- The Assistant Director of Maintenance Enforcement participated in a joint federal/provincial/territorial group working on ways to improve child support calculations and dispute resolution models.

- Maintenance Enforcement now has a direct computer link with the Government of Canada to trace non-payors, as well as issue garnishments (Income Tax, Employment Insurance, GST).

2000 - 2001 Objectives

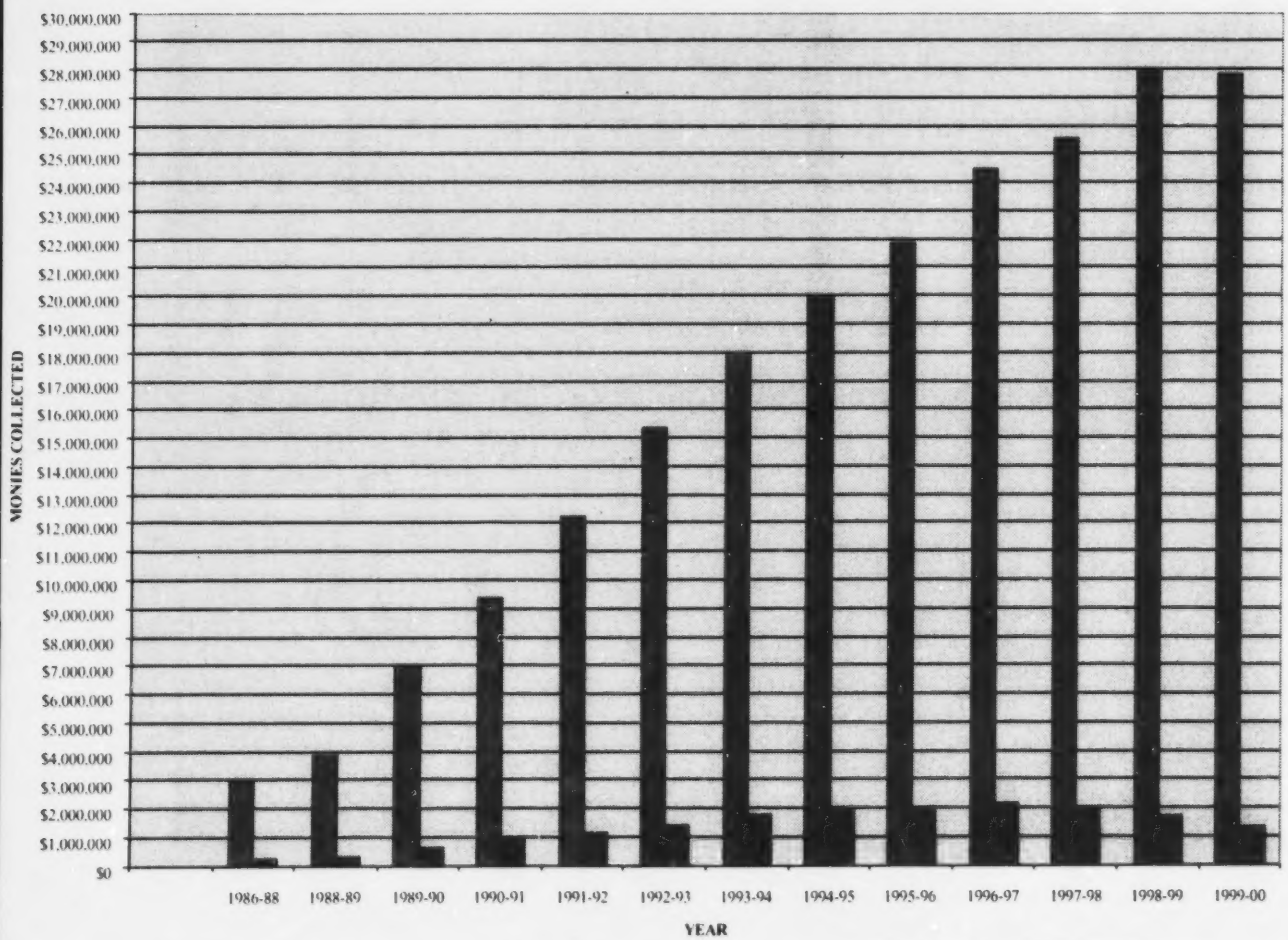
- Conduct a survey of Maintenance Enforcement clients to see if service can be improved.

- The Director, working with all other Canadian jurisdictions, will help to develop a protocol to improve how reciprocal files are handled (when payor moves to another jurisdiction).

- Provide more information to clients by hiring two client service representatives to phone both payor and custodial parent as soon as they are registered. They will provide information to the custodial parent and try to encourage the payor to send money.

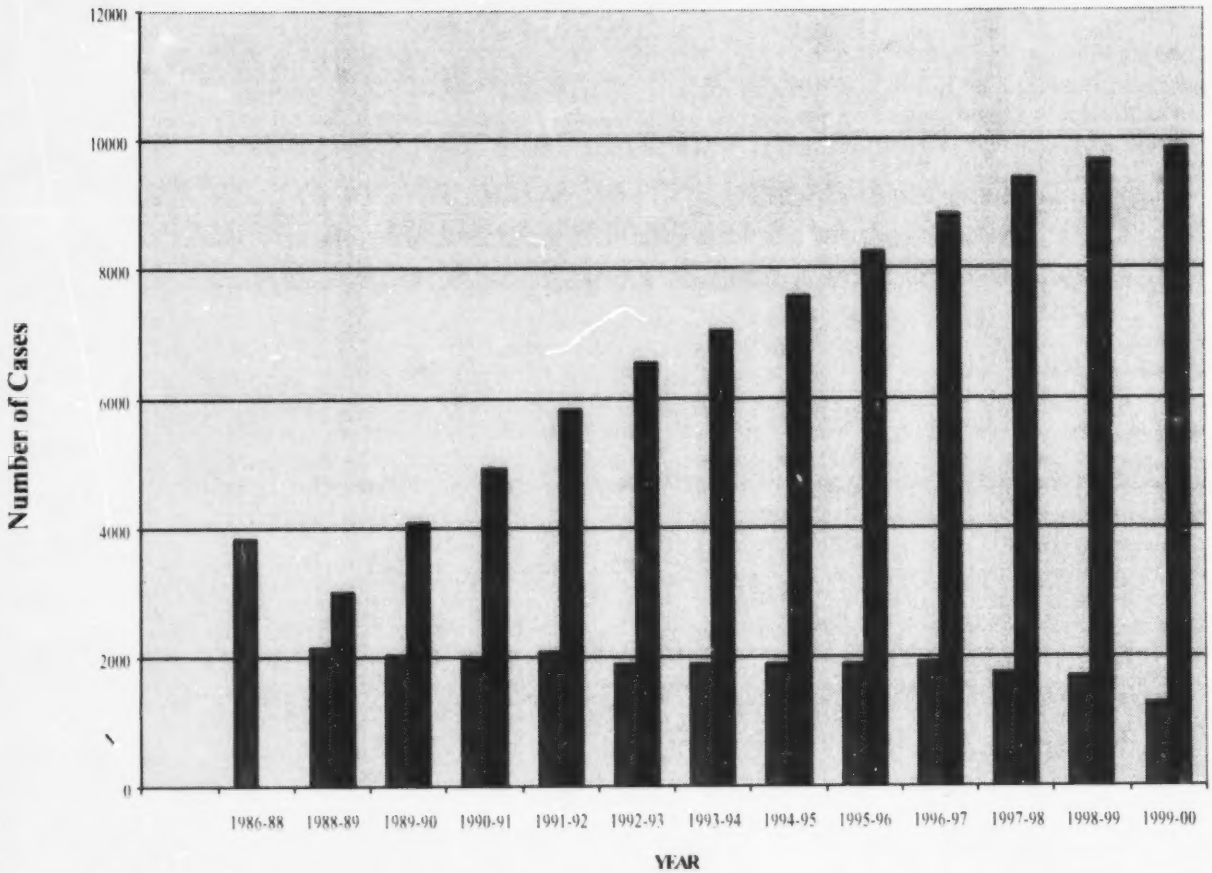
- Work with the federal government to do a survey of Saskatchewan clients to try and determine why people pay or don't pay. It is hoped that in the long term, this data will help governments develop methods to encourage people to pay voluntarily.

Social Assistance Program and Total Monies Collected by AEMO
(AEMO- Automatic Enforcement of Maintenance Orders)



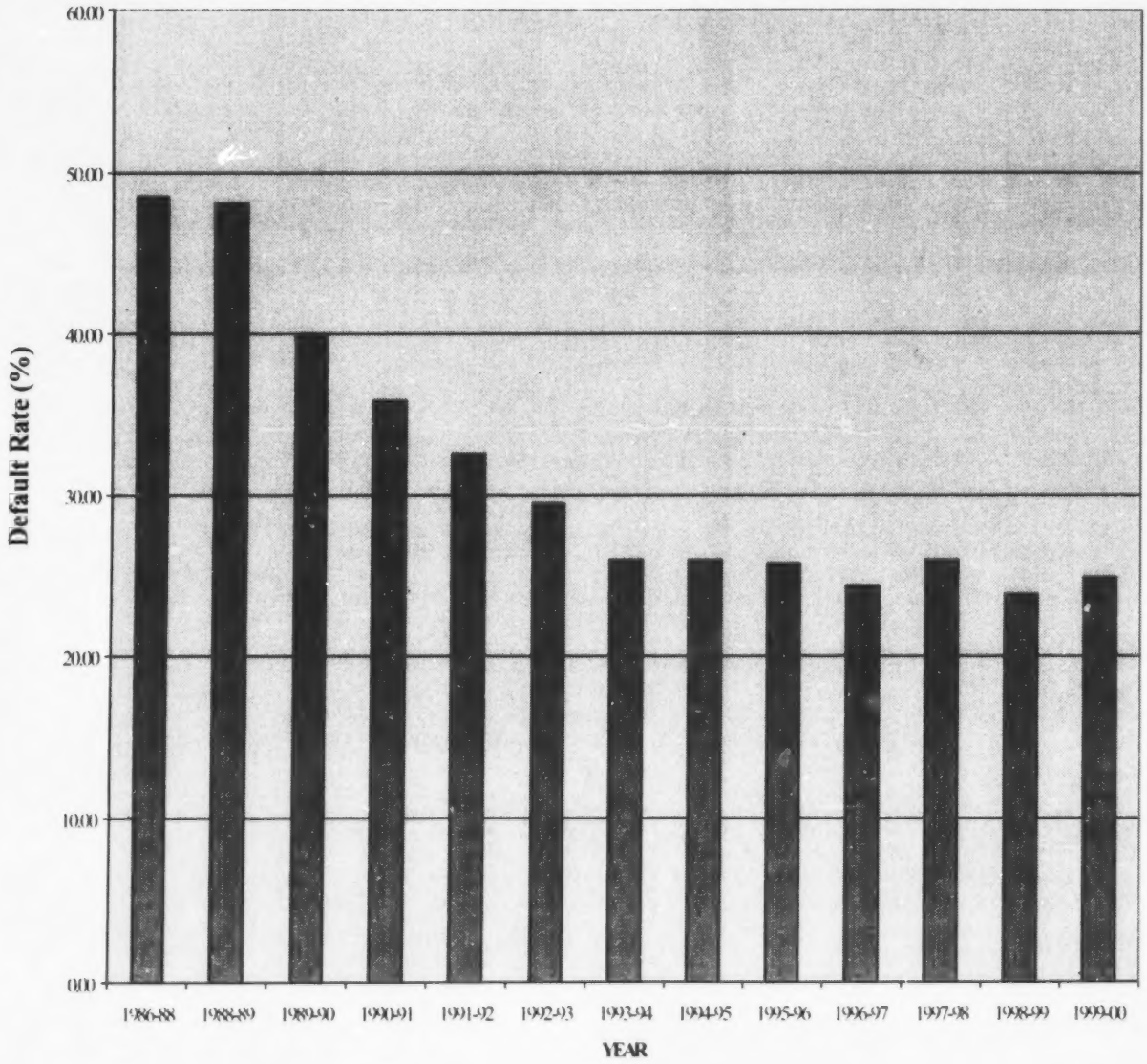
First bar (light gray) - Total amount of money collected by AEMO
Second bar (dark gray) - Social Assistance Program money collected by AEMO

Registrations Received / Total Number Of Active AEMO Cases
(AEMO - Automatic Enforcement of Maintenance Orders)



First bar (light gray) -	Registrations received that year
Second bar (dark gray) -	Total number of active AEMO cases

Default Rate For AEMO
(AEMO - Automatic Enforcement of Maintenance Orders)



Registry and Regulatory Services

Saskatchewan Justice provides registry and regulatory services through five branches:
- Property Registration Branch;
- Corporations Branch;
- Public Trustee;
- Consumer Protection Branch; and
- Pension Benefits Branch.

Clients of Registry and Regulatory Services include:

- consumer groups, such as debtors, vehicle purchasers, farmers, purchasers from door-to-door salespeople and customers of financial institutions;

- industry associations, such as insurance, motor dealers, direct sellers, real estate and funeral services;

- licensees and businesses, non-profit organizations, the legal profession, other government offices, police forces, accountants, credit reporting agencies, lending institutions, law firms, financial institutions, real estate agents, homebuilders, surveyors, municipalities, auction firms, car dealerships and the general public;

- other government departments, Crown corporations and boards and commissions such as the Agricultural Implements Board and the Film Classification Board; and

- pension plan administrators and employees in pension programs.

Budget: **$14.596 million**
FTEs: **211.7**

Property Registration Branch

The mandate of the Property Registration Branch is to administer the registries for identifying ownership of real property, and interests in both real and personal property. These facilitate transactions associated with such property and provide a means of determining priority between competing claimants to property.

The branch is composed of two separate units: the Land Titles System and the Personal Property Registry.

Land Titles System

The system is comprised of 10 land registration districts with offices located in Regina, Moose Jaw, Swift Current, Yorkton, Prince Albert, Saskatoon, Battleford, Humboldt and the Chief Surveyor's Office in Regina.

Staff in the offices examine and register land-related documents and survey plans; issue, update and maintain perpetual records of title; and provide searches and copies of documents. Staff do not provide advice to customers regarding their transactions.

Work is performed on a fee-for-service basis. Requests for service can be submitted in person or by mail. Fees must accompany all requests for service. Customers can maintain a deposit account with the Land Titles offices for services performed. Anyone with a deposit account can make a fax request for copies of titles, instruments, and general record information.

Client groups who use or benefit from the service are owners, interest holders, agents/brokers, and the Crown.

1999-2000 Objectives

- Continue to provide accurate, reliable, complete and available information. Results are determined with the number of assurance claims processed and by external and internal feedback from client groups.

- Continue to improve the currency of transaction processing so that turnaround is consistently achieved within seven calendar days.

- Continue to provide uniformity and consistency in access and processes in offices.

- Continue to develop a common understanding of customer requirements and of the philosophical purposes of the system in preparation for the implementation of a new system while maintaining the current operation as effectively as possible.

Saskatchewan's Land Titles System

Saskatchewan Land Titles, created in 1887, is a public registry of ownership of land and interests in land such as mortgages, easements and caveats. The main principle of the Saskatchewan system, the Torrens system, is indefeasibility of title.

In general:
- the certificate of title is conclusive evi- of ownership of and interests in land;
- the public can rely on the certificate of title and need not "look behind" the title to make further inquiries to identify other interests which may affect the state of the title;
- once a certificate of title has been granted, no ownership or interest in land is effective against a third party unless registered.

Where errors do exist, a legitimate registered owner is assured of not losing title. A party deprived of title due to the legislated requirements or internal operation of the system, may make a claim and be financially compensated through a payment from the General Revenue Fund.

• Continue to provide an accessible, fair and timely compensation mechanism.

• Complete contract negotiations with the technology supplier for the LAND Project.

• Complete detail designs and begin development of the computer system.

• Complete the draft legislation for new land titles and land surveys acts for introduction in the legislature in spring 2000.

• Continue with extensive consultations with the legal community in preparation for the introduction of a new land titles act, to refine legislative requirements and operation of the new system. Continue with frequent, thorough information sharing with users and staff.

• Continue the planning and delivery of initiatives to support staff of the current land titles system in preparing for their future both within and away from the new LAND System.

1999-2000 Activities and Results

• Three assurance claims were processed in 1999, for a total of $22,220 although claims processed in 1999 were the result of transactions processed in previous years. In 1999, 179,285 transactions were processed from April – Dec.

• On average for all offices to December 31, 1999, transactions were processed in seven days or less 62% of the time as compared to 57% in 1998/99. Currency varied by office but was more stable and reasonable than in the previous two years. Overall, workloads decreased in 1999 by 1.72% contributing to a four-year combined increase of 11.74%.

• Efforts continued to maximize the benefits of Office Automation technology introduced in 1997/98.

• Specific transaction processing issues were addressed using approaches focussed on maintaining the system's responsibility to protect the public interest while responding to the needs of its customers. This often required an assessment, involving staff and customers, taking into account the historic and current philosophy and purposes of the system.

• All assurance claims were resolved with an interest based approach, avoiding litigation, which would be costly and time consuming to both parties.

• EDS Systemhouse Inc. was selected as the preferred technology partner and detailed design of the LAND Project began in May 1999. This phase was completed in March 2000.

• Draft legislation for the new land titles system and land surveys was completed for the 2000 spring sitting of the Legislature.

• Consultations with the legal community, staff, provincial, federal and municipal governments and a wide range of other interested parties such as realtors and the mining industry continued.

• The Organizational Planning Committee established in 1998 to address the concerns and needs of employees through the change process, is made up of representatives from land titles staff, the Saskatchewan Government Employees Union, the Public Service Commission and the Department's Human Resources Branch.

• Work continued in the planning and delivery of initiatives to support staff of the current land titles system in preparing for their future both within and away from the new LAND System. Initiatives that were offered to employees were redeployment opportunities, core competency training, career planning and computer training.

• Effective January 1, 2000, the Land Titles Operations and the LAND Project moved under the mandate of the Saskatchewan Land Information Services Corporation (SLISC).

Personal Property Registry

The Personal Property Registry provides and administers a notice filing system that maintains a record of various types of interests against personal property in Saskatchewan. As such, a secured party (seller, lending institution, etc.) may register a financing statement indicating an interest in the personal property of a debtor (buyer, borrower, etc.)

The Registry also provides an enquiry system where a person or business, intending to purchase personal property or to lend money on the security of personal property, can request a search of information registered against an individual, business, motor vehicle, mobile home, trailer, airplane or any other serialled personal property being used as collateral.

The purpose of the Registry, similar to that of registries in other provinces and registries in conjunction with the Uniform Commercial Code in the United States, is to provide notice of third party (non-owner) interests in personal property, and protect those interests by providing a means of determining priority between competing claimants to personal property.

The Registry provides the capability for instantaneous searches and registrations through on-line access in addition to specialized search capabilities through the Telephone Enquiry Centre.

The clients of the Personal Property Registry include:

- financial institutions;
- car dealerships;
- retailers;
- government agencies;
- registration and search brokers; and
- the general public.

The legislation governing the Personal Property Registry includes:

- *The Personal Property Security Act, 1993;*
- *The Personal Property Security Regulations, 1993;*
- *The Sale of Goods Act;*
- *The Factors Act;*
- *The Creditors' Relief Act;*
- *The Garage Keepers' Act;*
- *The Executions Act; and*
- *The Enforcement of Maintenance Orders Act.*

1999-2000 Objectives

• Continue to maintain the accuracy and integrity of the database with a consistent turnaround time of 24 hours.

• Promote a high level of customer service and provide an avenue for two-way communications and feedback to all clients of the Personal Property Registry.

• Complete the Year 2000 system upgrade and testing by fall 1999 and communicate the results to all clients.

• Develop and implement a public education program for the Personal Property Registry.

• Identify systems upgrades and legislative changes required by the Personal Property Registry to allow interface with various aspects of the General Record and LAND Project.

• Promote a more efficient use of the Personal Property Registry System through marketing initiatives.

1999-2000 Results and Activities

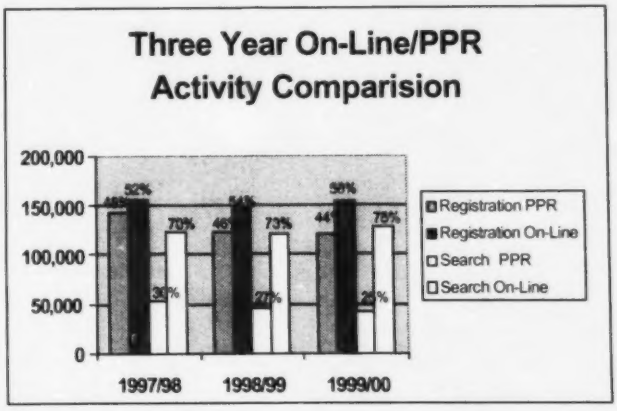
• The Saskatchewan Registry continues to operate efficiently with a consistent turnaround time of 24 hours.

• Both registrations (273,883) and searches (170,083) are up just over three per cent from last year.

• The percentage of on-line activity is also up approximately five per cent. Seventy-five per cent of searches and 56 per cent of registrations were completed on-line.

• The newsletter, *PPR Client Connection,* developed by the Personal Property Registry to provide clients with information and an opportunity to ask questions has been a tremendous success. The first few issues brought many letters and phone calls of congratulations from our clients.

• Y2K compliance upgrades and testing were completed on time and within budget. Midnight on December 31 brought no surprises and it was business as usual on January 4. In addition to the systems testing, Business Continuity and Contingency Plans were developed. The plans provide a series of pre-determined actions that would reduce the need for decision-making in the event of a business interruption and provides contingencies in the event of critical systems problems. The plan will be kept current for future reference.



• The Personal Property Registry had the honour of hosting a training event for five Albanian delegates who were in Saskatchewan to study the design and operation of the Registry. The participants were hired under a foreign aid project administered by World Learning Inc. of Washington, D.C. and funded by the United States Agency of International Development (USAID). Following the tour and opportunities to meet and discuss relevant legal, administrative and technical issues, the delegates will finalize the Moveable Property Securing Charge Regulations of Albania and develop a Registry of Securing Charges in Albania.

• The Registry has been involved with the new automated land titles registration system currently in development for Saskatchewan. The PPR will be used for the registration of all writs of execution and maintenance orders previously registered only in Land Titles. A project to develop links between Title Processing and PPR for the auto attachment of writs was initiated and the Conceptual Design completed.

• The system continues to maintain a high level of accuracy and integrity as demonstrated by the absence of claims and systems-generated integrity errors.

2000-2001 Objectives

• Complete the Title Processing Interface/Writ Conversion Project within budget and on time, including a PPR system upgrade and enhancements and the data entry of 73,000 conversion writs into the Registry system.

• Set up a duplicate process to ensure all new, amended and discharged writs are passed to PPR from Land Titles Offices for maintenance until the Saskatchewan Writ Registry comes into effect May 7, 2001.

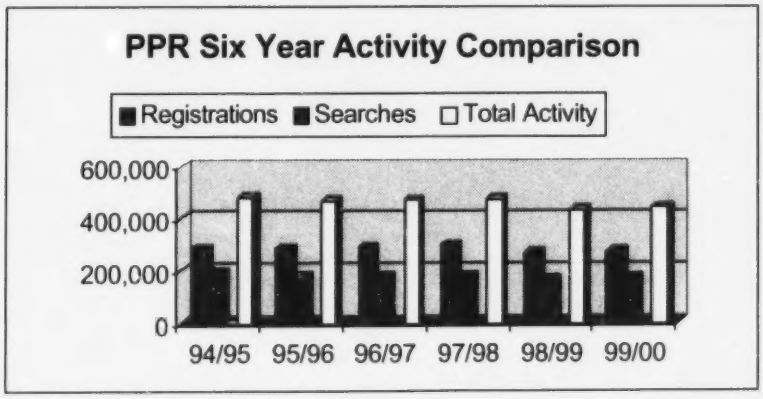
• Identify and implement legislative changes required by the PPR to allow interface with various aspects of the General Record and LAND Project.

• Continue to maintain the accuracy and integrity of the database with a consistent turnaround time of 24 hours.

• Promote a high level of customer service and provide an avenue for two-way communications and feedback to all clients of the Personal Property Registry.

• Develop and implement a PPR public education program.

• Promote more efficient use of the Personal Property Registry System through marketing initiatives.



Corporations Branch

The mandate of the Corporations Branch is to co-ordinate, promote, develop, implement and enforce policies and programs of the Government of Saskatchewan that relate to the registration and regulation of business corporations, non-profit corporations, co-operatives, credit unions, other businesses and entities in Saskatchewan.

In doing so, the Branch:
• incorporates legal entities under which people can conduct business or non-profit activities;
• maintains a registry of approved names under which business is conducted for the protection of the merchant and to prevent confusion among the public;
• provides information to the public on the existence, location, ownership and control of entities; and
• enforces registration and compliance requirements.

The client groups of the Corporations Branch include: individuals; small business groups; corporations; professional groups; charitable organizations; volunteers; co-operative members; other government agencies; provincial counterparts; and federal government agencies.

Governing legislation includes:

- *The Business Corporations Act;*
- *The Companies Act;*
- *The Business Corporations Regulations;*
- *The Companies Winding Up Act;*
- *The Business Corporations Act Exemptions Regulations 1981;*
- *The Religious Societies Land Act;*
- *The Business Names Registration Act;*
- *The Partnership Act;*
- *The Business Names Registration Regulations;*
- *The Libel and Slander Act;*
- *The Non-profit Corporations Act, 1995;*
- *The Family Farm Credit Act;*
- *The Non-profit Corporations Regulations, 1997;*
- *The Names of Homes Act;*
- *The Co-operatives Act, 1996;*
- *The Names of Homes Regulations;*
- *The Co-operatives Regulations, 1998;*
- *The Credit Union Act, 1995;*
- *The Credit Union Act 1998* (to be proclaimed);
- *The Credit Union Regulations, 1999* (to be proclaimed);
- *The New Generation Co-operatives Act* (to be proclaimed); and
- *The New Generation Co-operatives Regulations* (to be proclaimed).

1999-2000 Objectives

- Finalize the development and implementation of proposals to simplify the process with respect to extra-provincial registration and reporting requirements.

- Integrate the One-Stop Business Registration pilot in the Corporate Registry system to further enable linkages to other government databases.

- Continue with the Branch Re-Engineering and Systems Redevelopment Project (COBRA).

- Continue to support professional and skill development for all staff. The Organizational Planning Committee will continue to develop and recommend strategies that consider the needs of all staff.

- Maintain a high standard of business conduct and continue to provide efficient customer service while in the process of the Branch re-engineering and system redevelopment project.

1999-2000 Activities and Results

- The Corporations Branch implemented Phase 1 of the new computer system, Cobra, on September 13, 1999, while maintaining the records on the Prime database in preparation for conversion to Cobra.

- The Branch is continuing with the re-engineering program, planning Phase 2 to the Cobra system with implementation in 2001-2002.

- The pilot project of the One Stop Business Registration system will continue with the present partnerships until completion of Phase 2. Due to operational difficulties encountered and lack of clients participating in the program, the number of remote locations were reduced.

- Encouraged Branch staff to participate in self-development programs and inform the staff of upcoming events including computer training courses.

- Support and training were provided to Branch staff in planning the delivering of services to clients without interruption of processes in preparation for implementation of the Cobra system.

2000-2001 Objectives

- Develop and implement Release 2 of the Cobra computer system.

- Integrate major changes in Release 2 to the existing Cobra computer system to improve efficiency while maintaining the integrity of the database.

- Continue to maintain direct public access of the One Stop Registration System (OSBR) from remote locations in the province.

- Work in partnership with the Department of Finance and Workers Compensation for compliance of business registration requirements.

- Maintain a high standard of client service and promote improvement of transaction processing so that Branch services are consistently achieved in a reasonable time frame.

Corporations Branch Statistics

	1999/00	1998/99	1997/98
New business corporations incorporated and registered	3,688	3,790	4,659
New co-operatives incorporated	16	19	14
New non-profit corporations incorporated	393	402	344
New business names registered	4,464	4,149	4,687
Name availability searches	13,232	13,644	14,101
Telephone inquiries	90,571	88,618	87,366
Remote access inquiries	114,494	131,082	134,199
	2000	**1999**	**1998**
Saskatchewan business corporations on register	37,419	36,549	34,668
Extra-provincial business corporations on register	8,622	8,520	8,168
Total business corporations on register	46,041	44,979	42,839
Non-profit Saskatchewan corporations on register	5,876	5,720	5,512
Non-profit extra-provincial corporations on register	155	149	135
Total non-profit corporations on register	6,031	5,869	5,647
Total co-operatives on register	1,194	1,198	1,183
Total credit unions on register	142	147	152
Total business names on register	25,765	25,692	23,822

Public Trustee

The mandate of the Public Trustee is to protect vulnerable persons. The primary functions of the Office are:

- administering the property and finances of adults who are incapable of managing their financial affairs;
- protecting property rights of children under 18; and
- administering the affairs of deceased persons.

1999-2000 Objectives

- Complete the development and implementation of a new accounting and information management system for the Office to be operating by October 1999.

- Negotiate an agreement with British Columbia Public Guardian and Trustee wherein the Public Trustee of British Columbia would pay for the cost of developing Release 2 of the Public Trustee computer system in exchange for an ownership interest (not to exceed 50 per cent).

- Design and develop Release 2 and have it implemented by July 2000.

- Co-chair a committee to develop and propose amendments to *The Public Trustee Act* and *The Dependent Adults Act*.

- Develop amendments to *The Public Trustee Regulations* to be in place by October 1999.

- Have the Public Trustee participate in a specialized insurance plan, customized for the needs of the clients of the Public Trustee.

- Complete and implement an Office re-organization plan by October 1999.

1999-2000 Activities and Results

- As of March 31, 2000, the following clients were receiving service from our Office:

Adults	1,548
Children for whom we hold funds	2,306
Children whose property rights we monitor	1,833
Estates of deceased persons	594
Total	**6,281**

- As of March 31, 2000, the Office holds assets in trust for clients in the amount of $147.2 million.

• The annualized rate of return for money in the Common Fund was:
- for the six months ended September 30, 1999, an annualized rate of 12.43 per cent.
- for the six months ended March 31, 2000, an annualized average rate of 11.87 per cent.

The five-year average rate of return is 12.94 per cent. The nine-year average rate of return is 11.67 per cent.

The Public Trustee has moved from allocating interest to its clients every six months to allocating interest monthly.

• The Public Trustee completed the development and implementation of the GUARDIAN system, Release 1 (automated accounting and information management system) on October 22, 1999.

• The Office did negotiate an agreement with the British Columbia Public Guardian and Trustee, which agreement was approved by Cabinet and signed on March 31, 1999.

• Work on Release 2 of the GUARDIAN system started with a Scope Definition phase and a Conceptual Design phase. Both phases have been completed and approved.

• The Legislative Working Group did develop amendments to *The Dependent Adults Act* in the form of a new *Adult Guardianship and Co-decision-making Act* which was passed by the Legislative Assembly in the Spring of 2000.

• Amendments to *The Public Trustee Regulations* were developed and passed. These regulation amendments were essential for the operation of the new computer system.

• The Public Trustee has participated in a specialized insurance plan. This plan is fully operational and has provided extra coverage and protection to the clients of the Public Trustee.

• An Office re-organization plan, to meet the requirements of the new business procedures developed in the office was completed in October 1999.

2000-2001 Objectives

• Propose, promote and develop a model for personal guardianship for implementation in the 2001-2002 fiscal year.

• Propose, promote and develop a program for investigation of financial abuse for implementation in the 2001-2002 fiscal year.

• Develop amendments to *The Adult Guardianship and Co-decision-making Act* and *The Public Trustee Act* to be introduced in the Spring session 2001 which will allow the Public Trustee to act as the personal guardian and allow the Public Trustee to investigate allegations of financial abuse of vulnerable persons.

• Co-chair a Legislative Working Group that will propose regulations for *The Adult Guardianship and Co-decision-making Act.*

• Propose, promote and participate in a review of *The Power of Attorney Act*, to be introduced in spring 2002.

• Implement the agreement with British Columbia Public Guardian and Trustee, wherein the Public Trustee of British Columbia would pay for the cost of developing Release 2 of the Public Trustee computer system in exchange for an ownership interest.

• Participate in the design and development of Release 2 of the GUARDIAN computer system and have it completed by September 1, 2001.

• Commence discussions with the Public Guardian and Trustee of British Columbia regarding acquisition of the GUARDIAN computer system by other Public Guardian and Trustee's in Canada.

• Initiate discussions and propose Release 3 of the GUARDIAN system.

Consumer Protection Branch

The Consumer Protection Branch co-ordinates, promotes, develops, implements and enforces policies and programs for the Government of Saskatchewan related to consumer protection by licensing, inspecting, regulating prescribed businesses, and overseeing regulatory agencies which have been delegated authority.

Governing legislation:

- *The Agricultural Implements Act;*
- *The Auctioneers Act;*
- *The Cemeteries Act;*
- *The Collection Agents Act;*
- *The Consumer and Commercial Affairs Act;*
- *The Consumer Protection Act;*
  - *Consumer Product Warranties*
  - *Marketplace Practices*
  - *Unsolicited Goods and Credit Cards*
- *The Cost of Credit Disclosure Act;*
- *The Credit Union Act, 1998;*
- *The Direct Sellers Act;*
- *The Embalmers Act;*
- *The Guarantee Companies Securities Act;*
- *The Mortgage Brokers Act;*
- *The Motor Dealers Act;*
- *The Municipal Hail Insurance Act;*
- *The Prepaid Funeral Services Act;*
- *The Real Estate Act;*
- *The Sale of Training Courses Act;*
- *The Saskatchewan Insurance Act; and*
- *The Trust and Loan Corporations Act, 1987.*

Client groups of the Consumer Protection Branch include:

- consumers;
- licensees, such as:
  - agricultural implement dealers;
  - auctioneers;
  - collection agents;
  - commercial cemeteries;
  - credit reporting companies;
  - direct sellers;
  - insurance companies;
  - mortgage and loan brokers;
  - motor dealers;
  - training course providers;
  - trust and loan companies;

self-regulatory organizations, such as:

- Saskatchewan Real Estate Commission;
- Prepaid Funeral Services Council;
- General Insurance Council of Saskatchewan;
- Life Insurance Council of Saskatchewan;
- Hail Insurance Council of Saskatchewan;
- Funeral Services Association;
- Credit Union Deposit Guarantee Corporation;
- Canadian Life and Health Insurance Compensation Corporation; and
- Property and Casualty Insurance Compensation Corporation; and

- trade associations, such as:
  - Auctioneers Association;
  - Canada West Equipment Dealers Association;
  - Canadian Association of Financial Institutions in Insurance;
  - Canadian Association of Insurance and Financial Advisors;
  - Canadian Bankers Association;
  - Canadian Life and Health Insurance Association;
  - Canadian Motor Vehicle Arbitration Plan;
  - Consumers' Association of Canada;
  - Credit Union Central of Saskatchewan;
  - Direct Sellers Association;
  - Funeral Directors Association;
  - Independent Financial Brokers of Canada;
  - Insurance Brokers' Association of Saskatchewan;
  - Insurance Bureau of Canada;
  - New Home Builders;
  - Prairie Implement Manufacturers Association;
  - Saskatchewan Association of Rural Municipalities;
  - Saskatchewan Association of Speech Language Pathologists & Audiologists;
  - Saskatchewan Independent Auto Dealers Association;
  - Saskatchewan Motor Dealers Association;
  - Saskatchewan Real Estate Association;
  - Saskatchewan Urban Municipalities Association;
  - Trust Companies Association; and
  - Western Canada Cemeteries Association.
- other regulators and agencies, such as:
  - Office of the Superintendent of Financial Institutions;
  - Canada Deposit Insurance Corporation;
  - Canadian Council of Insurance Regulators;
  - Canadian Securities Administrators;
  - Saskatchewan Securities Commission;
  - Joint Forum of Financial Services Regulators;
  - Federal and provincial counterparts;
  - Phonebusters;
  - RCMP Commercial Crime; and
  - City Police.

1999-2000 Objectives

- Respond to consumer inquiries and complaints.

- Protect consumers by licensing, bonding, auditing and inspecting regulated businesses.

- Monitor, support and intervene where necessary in the operation of existing regulatory bodies.

• Work with interested business and consumer groups to develop new regulatory bodies.

• Participate in on-going discussions with business, other provinces and the federal government in legislative harmonization initiatives.

• Participate in the development of marketplace relations as a core strategy within the Department's strategic plan.

• Continue to consult with stakeholders with respect to the financial services legislation project.

• Review existing consumer protection legislation and propose appropriate amendments.

• Monitor the agreement with British Columbia to classify film and video.

• Complete implementation of an automated complaints and inquiry tracking and licensing system. (CATS)

• Proclaim new legislation and amendments to existing legislation in the following areas:
- *The Credit Union Act, 1998;* and
- *The Trust and Loan Corporations Act, 1997.*

• Introduce new legislation and amendments to existing legislation in the following areas:
- *The Cemeteries Act;*
- *The Prepaid Funeral Services Act; and*
- *The Embalmers Act.*

• Evaluate *The Consumer Protection Act.*

• Finalize website material.

• Participate in the CANSHARE project and website.

• Participate in the Joint Forum of Financial Services Regulators.

1999-2000 Activities and Results

• Informed consumers and businesses regarding their marketplace rights and responsibilities by responding to 16,134 inquiries, a 22.8 per cent increase in activity.

• Assisted consumers in resolving their disputes with businesses by handling 1,453 complaints, a 35.6 per cent increase in activity.

• Protected consumers by licensing, bonding, auditing and inspecting regulated businesses:
· issued 1,682 licenses with respect to 11 Acts for a total of 4,138 licenses in force;
· conducted over 100 audits, inspections or reviews with respect to five Acts;
· issued 105 letters of warning to businesses and assisted in the prosecution of two individuals with respect to three violations of one Act;
· paid $31,921.70 to 4 Saskatchewan consumers as a result of bond forfeitures. Most licensing statutes require a penal bond to be posted as a condition of licensing. Thus, monetary redress is available to consumers to settle outstanding claims or otherwise provide compensation should a consumer be victimized by a seller or a seller go into bankruptcy.

• Provided administrative and policy support to the Agricultural Implements Board and the Film Classification Board.

• Reviewed and approved bylaws and heard appeals from the Insurance Councils, the Prepaid Funeral Services Council and the Real Estate Commission.

• Continued to work with motor dealers and New Home Builders industry groups on options for regulation.

• Participated with business, other provinces and the federal government in legislative harmonization initiatives.

• Monitored the agreement with British Columbia to deliver film and video classification through that province.

• Completed implementation of an automated complaints and inquiry tracking and licensing system ("CATS").

• Participated with stakeholders in reviewing cemeteries, prepaid funeral and cremation legislation, resulting in the passing of a new *Cemeteries Act* and *The Funeral and Cremation Services Act*, both subject to being proclaimed.

• Participated in CANSHARE.

• Developed a presentation package on fraud and scams for distribution and presentation to consumer groups.

- Continued participation in the Joint Forum as a representative of the Superintendents of Insurance.

- Conducted a training session for staff on investigative techniques and small claims court procedures.

- Entered into agreement with members of the Canadian Bankers Association to alert the branch of problems with respect to "vulnerable" consumers.

- Participated in the development of marketplace relations as a core strategy within the strategic plan.

- Implemented a consumer communications strategy.

- Participated in a stakeholder process to draft new *Credit Union Act* regulations.

- Participated in drafting new standards of sound business practices for the credit union system.

- Participated in the formation and funding of a secretariat to support the initiatives of the Superintendents of Insurance from across Canada.

- With respect to legislation: enacted a new *Credit Union Act, 1998* and regulations; enacted a new *Trust and Loan Corporations Act, 1997* and regulations; and finalised the regulations for *The Credit Union Act, 1998* and *The Trust and Loan Corporations Act, 1997*.

2000-2001 Objectives

- Respond to consumer inquiries and complaints.

- Protect consumers by licensing, bonding, auditing and inspecting regulated businesses.

- Increase consumer awareness through partnerships with agencies which hold similar interests.

- Monitor, support and intervene where necessary in the operation of existing industry regulatory bodies.

- Work with interested business and consumer groups to develop new industry regulatory bodies.

- Integrate the operational requirements of the Film Classification Board into the ongoing Branch operations.

- Participate in on-going discussions with business, otherprovinces and the federal government in legislative harmonization initiatives.

- Continue to consult with stakeholders with respect to the financial services legislation project.

- Review existing consumer protection legislation and propose appropriate amendments.

- Continue to monitor and assess the British Columbia agreement on film and video classification.

- Support arrangements with other government departments to advise us of potential consumer problems they observe in the course of delivering their programs.

- Participate in the development of marketplace relations as a core strategy within the Department's strategic plan.

- Implement a consumer communications strategy.

- Work with the credit union system on the development of a code of market practices, a regulatory roles agreement and a delegation agreement.

- With respect to legislation: begin work on phase two of reviewing *The Saskatchewan Insurance Act;* draft additional regulations for *The Direct Sellers Act;* draft regulations and proclaim *The Cemeteries Act, 1999* and *The Funeral and Cremation Services Act;* examine the need for regulation of new home builders; and commence work on drafting a new *Motor Dealers Act*.

- Continue to participate in the Joint Forum of Financial Services Regulators.

- Amend various consumer protection legislation with respect to payout procedures for bond forfeiture claims.

- Participate in consultations with the Branch and the Sask. Securities Commission with respect to the integration of Saskatchewan financial services regulation.

- Increase the Branch's presence in the community through increased audits and public presentations.

Pension Benefits Branch

The Pension Benefits Act, 1992 protects pension plan members on two principles. The accrued pension entitlements of plan members should be safeguarded from undue loss; and plan members should be treated on a fair and equitable basis. The Act regulates employer-sponsored pension plans with Saskatchewan workers as members. It does not apply to certain plans established for employees of the Governments of Saskatchewan and Canada, nor does it apply to plans associated with undertakings regulated by the federal government (e.g., banks, transportation companies).

The Branch identifies and manages risks and problems to bolster public confidence in the pension system while allowing the market to develop to meet the retirement needs of Saskatchewan workers and employers.

1999-2000 Objectives

- Protect pension plan members from undue loss by ensuring plans are sufficiently funded, plan benefits comply with the legislated minimum standards, and plans are administered in compliance with the legislation and plan documents.

- Review 50 - 70 actuarial valuation reports, 400 annual information returns, and 100 - 200 plan amendments.

- Establish performance measures.

- Participate in the establishment of a policy secretariat under the auspices of the Canadian Association of Pension Supervisory Authorities (CAPSA).

- Recommend amendments to *The Pension Benefits Regulations, 1993* with respect to locked-in retirement accounts, life income funds and locked-in retirement income funds.

- Review the regulatory requirements for defined contribution pension plans where plan members are making investment choices.

1999-2000 Activities and Results

- The Branch reviewed 57 actuarial valuation reports, which measure the financial position of a defined benefit pension plan and recommend prospective contribution rates.

- The Branch established performance measures.

- CAPSA, an interjurisdictional association of pension supervisory authorities that facilitate an efficient pension regulatory system in Canada, incorporated and established a permanent secretariat.

- A discussion paper on possible amendments to the regulations on life income funds and locked-in retirement income funds was released for public comment in June 2000.

- Saskatchewan is participating on a national committee of pension, securities and insurance regulators to review the regulatory requirements for capital accumulation plans, including defined contribution plans.

- Defined benefit plan assets of $6.1 billion exceeded their liabilities of $5.5 billion, meaning the system as whole had a surplus of almost $600 million. Fifty-two of 167 defined benefit plans had an unfunded liability. However, plans with an unfunded liability tended to be smaller. Eighty-six percent of plan members belonged to a plan with surplus assets. Just five plans accounted for 87 per cent of the $70 million in total unfunded liabilities. The branch monitored those plans closely.

2000-2001 Objectives

- Protect pension plan members from undue loss by ensuring plans are sufficiently funded, plan benefits comply with the legislated minimum standards, and plans are administered in compliance with the legislation and plan documents.

- Review 50 - 70 actuarial valuation reports, 400 annual information returns, and 100 - 200 plan amendments.

- Participate in the development of national pension regulatory standards through CAPSA and the Joint Forum of Financial Services Regulators.

- Review the feasibility of integrating the Pension Benefits Branch, the Financial Institutions Section of the Consumer Protection Branch and the Saskatchewan Securities Commission into one financial services regulator.

- Explore options for the electronic filing of documents

Fiscal Year	New Plans Registered	Plan Terminations Reviewed	Annual Information Returns Reviewed	Plan Amendments Registered
1994/95	12	32	382	370
1995/96	19	29	397	370
1996/97	28	27	364	161
1997/98	42	29	366	215
1998/99	29	20	407	235
1999/00	12	15	410	190

Boards and Commissions

A number of boards, commissions and agencies appointed and funded by government, but legislated to function independently, report to the Minister of Justice and Attorney General.

Policy and administrative support are provided to these boards, commissions and agencies, as required, by various branches of Saskatchewan Justice.

Budget: **$15.246 million**
FTEs: **77.2**

The following boards and commissions produce annual reports independently of Saskatchewan Justice:

- Farm Land Security Board;
- Law Foundation of Saskatchewan;
- Public and Private Rights Board;
- Saskatchewan Police Commission;
- Saskatchewan Police Complaints Investigator;
- Saskatchewan Human Rights Commission;
- Saskatchewan Law Reform Commission; and
- Saskatchewan Legal Aid Commission.

The annual reports of the following boards and commissions are contained in this section of the Saskatchewan Justice annual report:

- Agricultural Implements Board;
- Farm Tenure Arbitration Board;
- Film Classification Board;
- Provincial Mediation Board/Office of the Rentalsman; and
- Saskatchewan Securities Commission.

Agricultural Implements Board

As mandated under *The Agricultural Implements Act*, the Agricultural Implements Board works to ensure the availability of repair parts and service for agricultural implements.

The Board is composed of six per diem members that reflect the stakeholders involved in the farm machinery industry. The staff of the Consumer Protection Branch provide policy, administrative and investigative support, as required.

1999- 2000 Objectives

- Provide farmers an alternative to the Court System to address financial losses resulting from equipment problems.

- Review the need for legislative changes and make a recommendation to the Minister.

1999-2000 Activities and Results

- During 1999/2000, 122 distributors (representing 234 manufacturers) were registered in Saskatchewan. There were 453 dealers licensed and 34 dealers licenses were terminated during the year. A total of 53 written complaints regarding agricultural implements were received from farmers, dealers and distributors.

- The Board also continued to monitor parts depots in Saskatchewan. The depots continue to fill parts orders at a high percentage rate.

- Initiated the consultation process, through Board members, with associations and other groups who have a direct interest in farm equipment manufacturing and sales, respecting the need to update current legislation.

2000-2001 Objectives

- Provide farmers an alternative to the court system to address financial losses resulting from equipment problems.

- Work with government, farm machinery associations and farmer representatives to determine a process and timetable for introducing new agricultural equipment legislation.

Farm Tenure Arbitration Board

The Farm Tenure Arbitration Board arbitrates lease disputes between eligible farmers and lenders with respect to the six-year Farm Land Leaseback Program established pursuant to the provisions of *The Saskatchewan Farm Security Act.*

The Farm Land Leaseback Program assists farmers in financial difficulty by providing a period of secure land tenure to the farmer after title to the farmer's land has been transferred to a lending institution. Security of tenure takes the form of a mandatory leaseback in which the lending institution is required to lease the farm land back to the farmer for a period of up to six years.

The program provides farmers in financial difficulty with an opportunity to remain on the land and to contribute to the development of rural Saskatchewan. The Board has the authority to determine the commercially reasonable rent, terms and conditions of Leaseback Program leases and to address termination and certain leaseback eligibility issues.

The Board is also responsible for the administration of the lease and arbitration components of the Leaseback Program. The compensation component of the program is administered by the Collections, Taxes and Leaseback Division of Saskatchewan Agriculture and Food.

The client group served by the Board consists of farmers and/or farming corporations, chartered banks, credit unions, trust companies and the provincial government including Agricultural Credit Corporation of Saskatchewan and Saskatchewan Agriculture and Food.

Governing legislation includes:

- *The Saskatchewan Farm Security Act;*
- *The Farm Land Lease-back Regulations; and*
- *The Public Inquiries Act.*

1999-2000 Objectives

- Maintain an effective and efficient means of dispute resolution for Leaseback Program participants through:
  - informal assistance to leaseback participants in settling lease disputes without resort to arbitration with the minimum settlement target consisting of 15 per cent of hearing applications;
  - formal assistance to leaseback participants through a timely and binding arbitration process with a turnaround time of 45 days or less;
  - monitoring the effectiveness of leaseback decisions through the tracking of appeals from Board orders;
  - minimizing hearing expenses for leaseback participants through location scheduling which involves less than 300 km of travel for the parties involved; and
  - monitoring the cost effectiveness of hearings for leaseback participants through tracking the number of hearings involving legal counsel and expert witnesses.

- Maintain participant compliance with leaseback requirements through:
  - monitoring all incoming notice and lease documentation and informing participants of areas of concern;
  - following-up Board orders to determine whether conditions have been met; and
  - continuing the expansion of the information service with respect to leaseback matters by finalizing Internet access to Board orders.

- Implementing the next phase of the Board's restructuring plan to accommodate the winding down of the Board and the Leaseback Program.

- Developing a preliminary program evaluation and final report framework for the Leaseback Program.

1999-2000 Activities and Results

Dispute resolution objectives were met for the 1999/2000 fiscal year.

The Board received 17 hearing applications. Of the applications received, 4 matters did not proceed to arbitration, the disputes having been settled by the parties with the assistance of Board office staff. This settlement activity met the Board's settlement objective of 15 per cent of hearing applications and contributed to a reduction in hearing expenses.

All remaining applications resulted in arbitration hearings in the 1999-2000 fiscal year.

A total of 14 hearings were held, including one hearing that had been pending as of the end of the 1998-1999 fiscal year. Less than 25 per cent of the proceedings involved the use of legal counsel or expert witnesses and hearings generally occurred within three to four weeks of the date of application and within the 300 km travel maximum set by the Board, meeting the Board's objectives for timely and cost-effective hearings. Decisions were generated within 15 days of the hearing date. No appeals were taken from Board orders.

Compliance objectives were also met for the 1999-2000 fiscal year. There was an overall decline in compliance concerns. The monitoring process and information service provided by Board staff continued to have a direct impact on improvements in notice content and activity in terms of assisting participants in addressing compliance issues.

The proposal to expand the Board's information service by providing Internet access to Board orders via the Law Society Libraries was finalized in 1999-2000. The target completion date is fiscal year 2000-2001.

The next phase of the restructuring plan to facilitate the winding down of the Board and the lease and arbitration components of the Leaseback Program was implemented in 1999-2000 with a significant budget and staffing reduction. The plan involves a further series of budgetary and staffing reductions throughout the winding down period.

The Board developed a preliminary program evaluation and report framework for the Leaseback Program that will be finalized in 2000-2001. The information gathering process for the final report began in 1999-2000 with preliminary consultations with representatives of the Board's client group.

2000-2001 Objectives

• Maintain an effective and efficient means of dispute resolution for Leaseback Program participants through:

- informal assistance to leaseback participants in settling lease disputes without resort to arbitration with the minimum settlement target consisting of 15 per cent of hearing applications;
- formal assistance to leaseback participants through a timely and binding arbitration process with a turnaround time of 45 days or less;
- minimizing hearing expenses for leaseback participants through location scheduling which involves less than 300 km of travel for the parties involved; and
- monitoring the cost effectiveness of hearings for leaseback participants through tracking the number of hearings involving legal counsel and expert witnesses.

• Maintain participant compliance with leaseback requirements through:

- monitoring all incoming notice and lease documentation and informing participants of areas of concern within 15 days of receipt of documents; and
- following-up Board orders to determine whether conditions have been met.

• Implementing the next phase of the Board's restructuring plan to accommodate the winding down of the Board and the Leaseback Program.

• Finalizing the program evaluation and final report framework for the Leaseback Program and expanding the information gathering and consultation process that commenced in fiscal year 1999-2000.

Film Classification Board

Board members are appointed by the Lieutenant-Governor through an Order-in-Council and report to the Legislature through the Minister of Justice. Film Classification is governed by both statutory and regulatory obligations and standards under *The Film and Video Classification Act*.

The Film and Video Classification Act requires that all films (theatrical pictures) intended for public viewing and all video cassettes rented or sold through retail outlets in Saskatchewan be classified. The classification system is made up of the following categories: General, Parental Guidance, 14A, 18A, Restricted and Adult.

To assist the public in making informed choices about the maturity of the film, or suitability for their family's viewing, additional information captions may be used which give a further description of the film's content.

The actual viewing and classification of theatrical films and trailers (promotional clips) is no longer carried out by members of the Saskatchewan Film Classification Board, but the Board does continue to maintain the responsibility for classification by documentation – films that run for a short time in the province's repertory theatres.

In October 1999, the operational requirements of the Film Classification Board were integrated with those of the Consumer Protection Branch.

The British Columbia Film Classification Office classifies films and videos on Saskatchewan's behalf by means of an agreement between the provinces of British Columbia and Saskatchewan which came into effect October 1, 1997.

A total of 173 theatrical films and 331 trailers were classified during the period April 1, 1999 to March 31, 2000. As well, 60 films were classified by documentation. In addition, 1,701 adult video titles were classified during this period and 116 were not approved.

The Board maintains the responsibility for registering all businesses engaged in the distribution of film and video material in Saskatchewan.

Film and Video Materials Classified Under *The Film and Video Classification Act*

April 1, 1999 to March 31, 2000		
Category	**Films**	**Videos**
General	21	0
PG	73	0
14A	61	0
18A	18	0
Restricted	0	0
Adult	n/a	1,701
Not Approved	0	116
Doc.	60	n/a
Trailers	331	n/a

Provincial Mediation Board and Office of the Rentalsman

The Provincial Mediation Board offers assistance to individuals with personal debt problems by reviewing their financial situation and explaining options open to them to resolve their situation. The Board may arrange repayment plans with creditors. The Board is also involved in arranging repayment plans for property tax arrears and giving advice on residential foreclosure procedures.

Members of the general public who have been over-loaded with personal debt problems and are at the point of bankruptcy or losing their property may access the services of the Provincial Mediation Board.

The Office of the Rentalsman provides information to landlords and tenants about residential tenancy rights and obligations. It adjudicates disputes between landlords and tenants.

Residential landlords and tenants may use the dispute resolution services. The public is invited to access the office for information.

The governing legislation of the Provincial Mediation Board includes:

- *The Provincial Mediation Board Act;*
- *The Tax Enforcement Act;*
- *The Land Contracts (Actions) Act;*
- *The Agricultural Leaseholds Act;*
- *The Land Titles Act,*
- *The Rural Municipality Act; and*
- the *Bankruptcy and Insolvency Act (Federal).*

The Residential Tenancies Act governs the Office of the Rentalsman.

Provincial Mediation Board

1999-2000 Objectives

- Provide seminars in Regina and Saskatoon to the credit industry and employee assistance providers to inform them of the debt mediation program.

- Increase the number of debt proposals by 10 per cent.

- Have 40 per cent of closed cases due to payment in full.

1999-2000 Activities and Results

- Successful seminars were provided to credit industry and EAP providers in Regina and Saskatoon. There were a total of 62 in attendance. There were many subsequent inquiries.

- The number of people filing debt proposal applications increased by 19 per cent.

- There were 32 per cent of debt repayment cases closed because of payment in full.

- The Regina office has realigned work responsibilities and has someone assisting in debt mediation.

2000-2001 Objectives

- Increase the number of debt repayment arrangements by 10 per cent.

- Have 40 per cent of debt repayment files closed because of payment in full.

- Resolve all tax enforcement files that began prior to 1996.

Office of the Rentalsman

1999-2000 Objectives

- Continue to schedule 80 per cent of all cases within 35 days of application and have 80 per cent of all decisions rendered within 55 days.

- Liaise more effectively with the landlord and tenant communities.

- Manage to provide consistent services to an increasing hearing load without any increases to operating costs.

1999-2000 Activities and Results

- At least 80 per cent of cases were set up with a hearing within 35 days of application. Only 71 per cent of cases were decided within 55 days of their hearing.

- There were meetings with landlord and tenant groups that have resulted in a commitment to quarterly meetings with each group.

- Costs were contained to less than a two per cent increase over budget despite a case load increase of 11 per cent. There were 8,757 applications made during the year.

Provincial Mediation Board: 1999-2000 Statistics

	1999/00	1998/99	1997/98
Notices of Mortgage Foreclosure/ Cancellation of Agreement for Sale	619	620	556
Tax Enforcement Applications	897	703	623
Debt Mediation Files Opened	253	213	233
Files Active at Year End	442	381	373
Payments Received from Debtors for Creditors	$971,201	$930,460	$977,219
Administrative Levy for Province from Debt Mediation	$113,207	$115,729	$91,784
Tax Enforcement Fees	$19,860	$16,320	2,200

• There were changes to security deposit hearing processes that assisted in keeping costs down.

• The Office of the Rentalsman anticipates changes to legislation that will streamline the security deposit process for all parties.

2000-2001 Objectives

• Implement amendments to *The Residential Tenancies Act*, which affect the manner of disposition of security deposit cases.

• Reduce costs for the year by $80,000 (anticipated to be $150,000 for a full year) over budget because of legislative changes.

• Set 90 per cent of hearings within 35 days of application and have 80 per cent of all decisions rendered within 55 days of the hearing.

Rentalsman Statistics
1999/2000

	1999/2000	1998/1999	1997/1998*
Total Applications	8,757	7,855	3,611 1,125 (April-Sept/97) 2,486 (Oct/97-Mar/98)
Number of Security Deposit Applications	5,430	4,652	1,005 154 (April/97-Sept/97) 851 (Oct/97 -Mar/98)
Fees	$164,882	$147,420	$68,620 $22,500 (Apr.-Sept/97) $46,120 (Oct/97-Mar/98)
Security Deposit Applications			
Completed within 55 days	3,747	2,960	754 (Oct/97-Mar/98)
Not completed in 55 days	1,758	1,486	570
All Other Applications			
Completed within 55 days	1,959	2,409	661 (Oct/97-Mar/98)
Not completed in 55 days	545	619	246

*** Legislative changes were made Oct. 1/97**

Saskatchewan Securities Commission

The Saskatchewan Securities Commission protects investors by regulating the sale of securities to ensure that:

- those who sell securities to investors are honest and competent;

- investors are provided with a selling document which contains truthful, complete and understandable information on which to base their investment decisions;

- buyers and sellers have equal access to information about companies whose shares trade in the secondary market; and

- those who take undue advantage of purchasers are held to account.

The Commission administers *The Securities Act, 1988.* Its client group includes:

- investors;
- dealers and salespersons who sell securities (registrants);
- companies that issue securities (issuers); and
- lawyers and accountants who act for registrants and issuers.

1999-2000 Objectives

- Continue the Commission's core functions including registration, prospectus review, exemption applications, continuous disclosure and enforcement.

- Implement continuous registration system and Mutual Reliance Review System for Registration.

- Recruit and train new compliance officer and gear up dealer inspection program.

- Priorize enforcement files to deal with increase in number of complaints by properly allocating enforcement branch resources.

- Review contents of Monthly Bulletin and plan to publish on a Commission website.

- Plan for a Commission website.

- Complete reformulating local policies into Commission regulations.

- Complete the reformulation of the Deposit Agent Rules.

- Move forward a proposal for Treasury Board Crown status for the Commission.

- Implement the Alberta Securities Commission Information System to replace the Securities Management System.

- Contribute to development of national securities laws by continuing to participate on CSA committees.

1999-2000 Activities and Results

- Continuous registration system and Mutual Reliance Review System for Registration are on hold pending implementation in other jurisdictions. Streamlined existing registration renewal process instead.

- Did not staff new compliance officer because of lack of funding.

- Dealt with increase in number of enforcement complaints by focusing on those with highest impact on deterrence and investor protection.

- Consulted about discontinuing Monthly Bulletin and publishing proposed Commission regulations on a Commission website.

- Planned for a Commission website.

- Completed the reformulation of local policies into Commission regulations including:
  - Local Instrument 31-501 SRO Membership for Brokers and Securities Dealers;
  - Local Instrument 31-502 SRO Membership for Mutual Fund Dealers;
  - Local Instrument 47-501 Marketing Communications; and
  - Local Instrument 51-501 Annual Information Forms and Management Discussion and Analysis.

- Reformulated the Deposit Agent Rules into draft Commission regulations;

- Consulted about proposal for Treasury Board Crown status for the Commission.

- Did not implement the Alberta Securities Commission Information System to replace the Securities Management System because of lack of funding.

• Contributed to development of national securities laws by continuing to participate on CSA committees including:

- Mutual Reliance Review System (MRRS) for Prospectuses;
- Corporate Finance Accountant's Manual;
- MRRS for Continuous Disclosure;
- Long Form Prospectus Rule;
- Mutual Fund;
- MRRS for Exemptions (includes hold periods and out of jurisdiction offerings);
- Rights Offerings;
- Capital Markets;
- Escrow;
- Distribution Structures;
- Executive Directors;
- Integrated Disclosure System;
- Civil Liability for Continuous Disclosure;
- SRO Oversight Steering;
- Legislation Co-ordination;
- Financial Planners and Regulation of Advisers; and
- Enforcement.

• Continued core functions as summarized in the chart on the following page.

2000-2001 Objectives

• Implement System for Electronic Disclosure by Insiders (SEDI).

• Keep up with increased volumes in registration and corporate finance branches.

• Train new staff in registration and corporate finance branches.

• Introduce new provisions into *The Securities Act, 1988* creating a civil remedy for misrepresentations in continuous disclosure, or for failure to disclose material information.

• Implement new mutual fund disclosure system.

• Keep current with applications for exemption.

• Continue to priorize enforcement files to deal with high number of complaints by properly allocating enforcement branch resources.

• Develop Commission website.

• Continue to contribute to development of national securities laws by continuing to participate on CSA committees including:

- Mutual Reliance Review System (MRRS) for Prospectuses;
- Corporate Finance Accountant's Manual;
- MRRS for Continuous Disclosure;
- Long Form Prospectus Rule;
- Mutual Funds;
- MRRS for Exemptions (includes hold periods and out of jurisdiction offerings);
- Rights Offerings;
- Capital Markets;
- Capital Pool Companies;
- Escrow;
- Distribution Structures;
- Executive Directors;
- Policy Co-ordinators;
- Integrated Disclosure System;
- Civil Liability for Continuous Disclosure;
- SRO Oversight Steering;
- Legislation Co-ordination;
- Take-over Bids;
- Financial Planners and Regulation of Advisers; and
- Enforcement.

	99/00	98/99	97/98	96/97	95/96
Initial registration and renewal of companies					
New applications	32	25	36	46	31
Terminations	22	15	19	1	4
Registered at year end	281	263	268	254	209
Initial registration and renewal of individuals					
New applications	1,755	1,559	1,797	1,356	1,219
Terminations	1,502	1,091	826	576	867
Registered at year end	6,364	5,647	4,963	4,714	3,934
Review & issue receipts for selling documents of Saskatchewan issuers					
Renewal simplified prospectus	0	3	2	0	2
Regular prospectus	7	7	10	15	14
Short form prospectus	3	5	2	1	2
Exchange offering prospectus	1	1	4	3	2
Amended prospectus	0	6	2	2	5
Offering memoranda	0	0	2	6	11
Community bond corporation expression of interest offering memoranda	0	2	2	7	12
Issue receipts for selling documents of non-Saskatchewan issuers reviewed in other jurisdictions					
Renewal simplified prosepectus	146	103	97	81	99
Short-form prospectus	186	162	226	198	145
Amended prospectus	42	103	11	18	23
Regular prospectus	225	203	262	267	129
Receive continuous disclosure documents from companies					
Insider trading reports	759	522	1,372	1,203	592
Annual financial statements	2,248	2,523	2,274	1,777	1,959
Interim financial statements	4,450	5,187	4,763	3,844	3,873
Proxy/information circulars	46	65*	109*	905	968
Material change reports	53*	47*	433*	1,190	940
Annual information forms	1,931	2,019	1,912	1,593	1,365
Deal with applications for exemption					
Applications granted, approved or filed	1,334	1,041	831	669	512
Applications withdrawn	172	212	73	35	118
Applications denied	1	1	1	0	1
Investigate investor complaints and take enforcement action where necessary					
Filed opened	117	69	95	91	110
Filed closed	112	75	119	105	125
Obtained agreement and undertaking	4	2	5	2	1
Conducted examination under oath	20	38	45	13	15
Issued freeze order	0	0	1	0	3
Conducted hearing	2	3	0	2	1
Issued investigation order	13	14	9	11	11
Issued temporary cease trade order	7	13	2	10	7
Issued extending/permanent cease trade order	11	12	1	9	5
Issued order removing exemptions	12	0	1	3	2

* Reflects material filed by local issuers only. Prior years included national and local issuers.